PCCLD New Libraries History Wall Project

Staff Committee Recommendation Presented by Amy Martin June 18, 2013



Project Overview

- fixed interpretive exhibits located in the lobby of the 3 new libraries
- photos and text that portray events of historical significance to the community
- content collected by historian, Joanne Dodds, through research and community meetings
- oversight by six-member committee

RFP Submissions

- Blue Goose (Denver, CO)
- Joseph Kronwitter (Pueblo, CO)
- Traub Design Associates (Spring Hill, KS)
- Witvoet & Sons (Grand Rapids, MI)

Committee Rating Summary

- Basic submission requirements
- Minimum qualifications
- Project Criteria: price, work samples, references, experience, project approach, personnel, innovation & creativity

Blue Goose	Kronwitter	Traub \$37,500	Witvoet
\$38,550	\$36, 470		*\$35,100
219	229	275	286

Recommendation





High level of innovation and creativity

Expertise and diversity of personnel

Well-developed work plan

Project Budget

Project Budget: \$45,000

Historian Fee: \$3000.00 Photo Reproduction Costs: \$2000.00 Design, Fabrication, Installation: \$40,000.00

Witvoet Fee Proposal: \$39,000.00

10% Contingency Fund (\$3,900.00)



\$35,100.00

Project Timeline

June/July 2013: Onsite meetings, community visits

July-Sept. 2013. Preliminary design development

Oct. 2013: Images incorporated into design; onsite presentation of design concept (including materials, boards, mockups, artifacts and images); feedback and revision cycle

Nov. 2013; Final design concept submission (electronic); begin fabrication drawings

December 2013. Complete fabrication drawings submitted; feedback & revision cycle

January 2014: Final fabrication drawings submitted and approved

February - May 2014: Fabrication

June 2014: Installation

PCCLD History Wall Project - RFP Rating Sheet Summary 6/12/13

	Dodds	Logie	Martin	Simms	Stuart	Young	Committee Total
Blue Goose							
RFP Submittal Requirements	6	6	6	6	6	6	36
Minimum Qualifications	2	2	2	2	2	2	12
Basis of Award - Project Criteria	30	29	28	29	31	24	171
Total Points Awarded	38	37	36	37	39	32	219
Kronwitter							
RFP Submittal Requirements	7	7	7	7	7	7	42
Minimum Qualifications	2	2	2	2	2	2	12
Basis of Award - Project Criteria	29	33	33	28	25	27	175
Total Points Awarded	38	42	42	37	34	36	229
Traub							
RFP Submittal Requirements	7	7	7	7	7	7	42
Minimum Qualifications	2	2	2	2	2	2	12
Basis of Award - Project Criteria	32	37	39	38	38	37	221
Total Points Awarded	41	46	48	47	47	46	275
Witvoet							
RFP Submittal Requirements	7	7	7	7	7	7	42
Minimum Qualifications	2	2	2	2	2	2	12
Basis of Award - Project Criteria	35	37	40	40	40	40	232
Total Points Awarded	44	46	49	49	49	49	286

PCCLD History Wall Project - RFP Rating Criteria 6/11/2013

TOTAL EVALUATION POINTS (50 possible)
Total points (40 possible)
Unique qualifications, innovation, creativity (5)
Experience working in collaborative environments/public libraries(5)
Experience, qualifications and availability of key vendor personnel (5)
Evaluation of Project Approach (5)
Experience with design, fabrication and installation of interpretive exhibits of similar scale and complexity (5)
Reputation for thoroughness, credibility, and client responsiveness as demonstrated through reference responses (3 requested) (5)
Established record of excellence as demonstrated through submitted work samples (5)
services performed (5)
Price of proposal for design plan considering cost of service charge/compensation amount and cost officetiveness of mathod required for
Total points (3 possible)
Legal compliance (1)
Financial resources/stability (1)
Established Business - 5 years (1)
MINIMUM QUALIFICATIONS
Total points (7 possible)
Proposal signed as requested (1)
Name of company, address,Contact person (1)
Envelope identified properly (RFP#, Title) (1)
Overall presentation as requested (1)
1 digital format copy received (1)
1 original, 3 copies received (1)
Received by Deadline (1)
RFP SUBMITTAL REQUIREMENTS

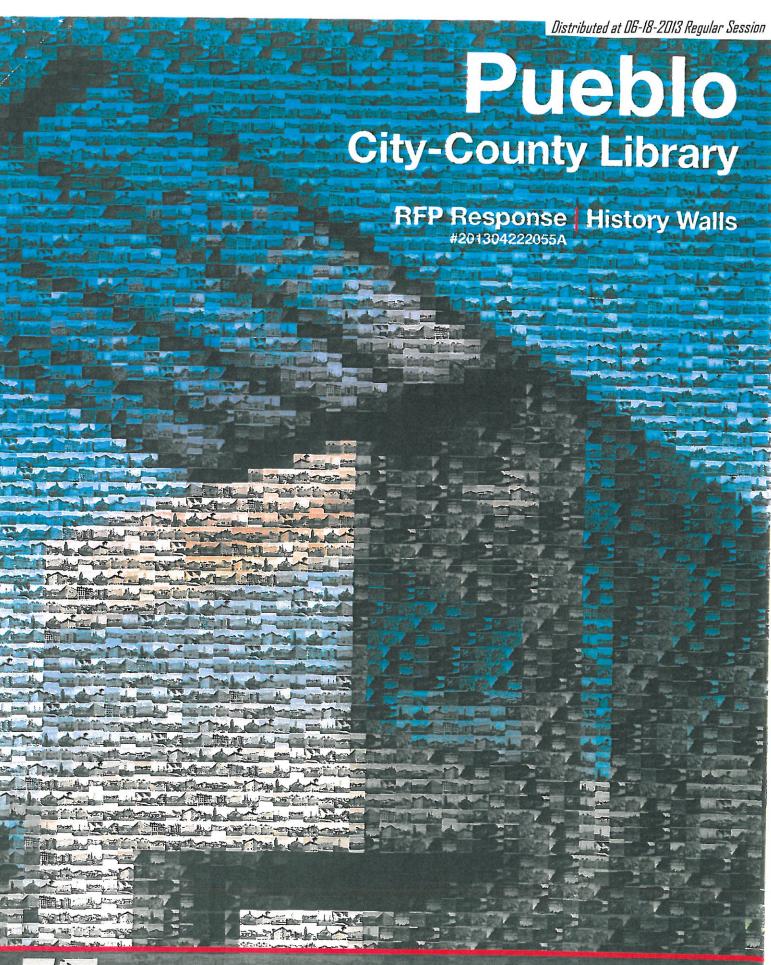






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Fees & Fee Proposal





Letter of Intent

C.G. Witvoet and Sons, being a qualified fabrication contractor, in conjunction with Media Rare, a qualified exhibition designer, have the intention of entering into a design, fabrication and installation contract with the Pueblo City County Library District. This contract will comprise the design, fabrication and installation of three (3) history walls as detailed in the RFP documents. This will be a fixed price contract with only the provision for additions, deletions and alterations. Having worked with PCCLD in the past, producing the Frying Pan / Arkansas Rivers Traveling Exhibit, we feel confident that our process and product will exceed your expectations.

The following pages should address all requirements of the RFP#201304222055A.

Thank you for the opportunity.

Gerald Knapp Custom Operations Manager CG Witvoet and Sons Cell: 616.706.4374

Email: jknapp@cgwitvoet.com Web: www.cgwitvoet.com Gerard Adams Owner Media Rare Cell; 616.318.7395

Email: gerard@media-rare.com Web: www.media-rare.com

History

C.G. Witvoet & Sons is a high quality manufacturer of dimensional lettering, signs, displays, and many other point-of-purchase products. Started in 1932, our family-owned and operated company specializes in creating solutions to meet your communication needs. We serve clients that include store planners, architects and designers, integrated marketers, sign companies, fixture manufactures, museums, the furniture industry, and government agencies on the city, county, state and federal level. Our skilled technicians have the experience and ability necessary to help bring your design from concept to reality in an efficient and effective manner. Our talented craftsmen bring years of experience and quality to every sign and display we create. Here at C.G. Witvoet & Sons we are always mastering new materials and technologies, allowing us to provide the latest state of the art, visually stimulating displays and exhibits. By maintaining our high-quality standard, we have won the loyalty of the most demanding customers in the industry. It is the standard that has made our company successful for so many years. C.G. Witvoet & Sons currently has 25 employees and is now in its fourth generation of family ownership.

Media Rare has designed exhibitions and displays for cultural institutions for over fifteen years. Mainly working in the Michigan market to date, Media Rare is known for its quality design. Handling the creative process from concept to conclusion, we generate content, graphic design, prototyping and design oversight to assure satisfaction with the finished product. Communication is key in working through projects of this nature, especially with regard to the selection of appropriate artifacts and historic images. We work to assure our clients' expectations are not just met... they are exceeded.

Competitive Advantage

Located in Grand Rapids, Michigan, C.G. Witvoet is centrally located to the entire United States. We have an international airport that provides many economical non-stop flights to all of the major cities we serve. Known as Furniture City USA, we are blessed with a very deep, highly skilled and economical labor force. As an 80+ year old company, we know what it takes to be competitive. As overhead costs are the biggest driver of product cost, we strive to control them. We utilize our existing 35,000 sq ft facility to maximize efficiency. We have systems in place to manage all projects from million dollar brand wide signage rollouts to a single sign or display. Our system has been developed over the years to be rigid, yet flexible enough to accommodate daily changes to project scopes.

Media Rare is also located in Grand Rapids, Michigan. Media Rare has been in business for fifteen years, but the experience behind every one of our designs has been accrued through a lifetime of working in culture. Being on a team designing a \$13M natural history exhibit at a new museum to managing an international traveling art exhibition, Gerard Adams has been on the forefront of the convergence of technology and the museum field. Designer of a collection management software system, Cultureware, to designing exhibitions, Mr. Adams career has arced through a range of subject matter.

Current Workload

C.G. Witvoet is currentlyworking at approximately 85% capacity across the board. Being such an established company, our workforce pool is very deep. We draw from that pool quite often as the workload increases. We typically bring in casual labor for low skill production positions. Each of the key personnel listed below has the ability to raise or lower the number of staff members in his or her area at any time. On a daily basis, labor can be shifted from area to area. Flexibility in staffing achieves four goals:

- 1) it reduces our operating overhead
- 2) keeps the staff happy by changing up their daily duties
- 3) makes for a more well rounded staff
- 4) makes it easier to cover different positions in the event of illness or vacations

Media Rare has different components to its business which allows flexibility in workloads. Mr. Adams manages several art collections for private collectors, schools and corporations. This allows Media Rare to be selective about the kinds of design work we want to do. At present, we are providing design oversight during the building of a new history museum for the City of Rockford, Michigan. That job will be ending around the time this one begins.

ADA Experience

In every C.G. Witvoet project, attention to ADA guidelines and recommendations are followed. In addition to the details provided in the work examples, we have developed a proprietary flipbook system. This was undertaken because an ADA friendly system did not exist. The system was designed to have up to 20 large pages of content on a hinge system that provided the ability for 70pt text and a closed fist operation. The system is currently in use in two of our last projects. The feedback we are receiving has been outstanding.

Media Rare, too, is compliant in their designs with ADA requirements.

Fabrication Capabilities

The graphics department at C.G. Witvoet is equipped with a 60" solvent printer, 60" plotter cutter and lamination equipment. Our graphic software is currently Adobe CS6. On the production floor, we have 5 CNC routers. We have 2-4'x 8' gerber routers, 1-8'x 10' 2 head Axyz router, 1-5'x 10' Multicam router and 1-5'x 10' Multicam router, equipped with an oscillating knife and photo eye. We have a large arsenal of stationary woodworking machines and hand portable tools.

Our facility is separated into two specific areas. One area is dedicated to high volume retail décor products and the other to custom displays, fixtures and prototypes. Our goal in fabrication is to keep as much as possible in-house. This provides us with the best service to our customers. There are products that either we do not produce or are better suited to our vendors. These products are mainly specialized process print work.



Key Personnel

Brian Witvoet

President

Brian has over 15 years of experience in manufacturing for the wholesale sign and display industry. Having grown up in the business, he has worked in all aspects of the manufacturing process, including the working end of a broom. He became President of C.G. Witvoet & Sons, Co. in 2006 and continues to remain excited about the projects they undertake. Brian has a B.S.B.A with a major in accounting from Central Michigan University.

Jerry Knapp

Custom Operations Manager

Jerry has worked in the exhibit industry for more than 15 years. He has held various positions from fabricator to senior project manager. Currently working as Custom Operations Manager, he oversees all operations related to custom projects including employees and vendors. Having worked for two major exhibit houses, he brings those talents to the table and utilizes them to the fullest.

Christine Steagald

Project Manager

Christy has worked in the exhibit and display industry for more than 20 years and has extensive experience in account and project management. Working as a project manager at C.G. Witvoet & Sons for the past 6 years, Christy works closely with the customer from estimating through quality control and shipping. Christy has an Associates in Business from Cornerstone University.

Mike Brackett

Production Management

Mike started working at C.G. Witvoet & Sons in 1983. Back then, band saws & jigsaws were the mainstay of the business. Since then, computers and CNC routers have all but replaced the band saw. Mike grew his talents and abilities along with the company and oversees all aspects of production including the maintenance and proper setup of the routers and all other equipment.

Brian F. Gunn

Graphics Production Management

Brian has worked at C.G. Witvoet & Sons for over 25 years, working in various areas of the sign shop. He has been in charge of the graphics department for more than 18 years. As with the other parts of the shop, the graphics shop has progressed from traditional vinyl signage to the world of digital graphics. Brian also manages all of the company's IT needs.



Key Personnel

Gerard Adams

President & Chief Imagination Officer

Jerry started Media Rare as a marketing and design firm fifteen years ago with three partners. Evolving from the original partners to almost twenty in the office, Media Rare is now a company of one, specializing in museum design and collection management. Mr. Adams now partners with key players to address the specific needs of each client, whether they be art collection management and curation or exhibition design and interpretation. In addition, Jerry is a leader in the local food movement, having started an online not-for-profit farmers' market, West Michigan Co-Op, and a business based on the same model, FarmLink.

Keane Quinn

Design Engineer

Keane started at Media Rare two years ago after working for a large-format printer, Printech, for twelve years, and StudioCraft, a designer of office environments. Keane is a great asset to us and is a wizard at designing three-dimensional displays.



Example 1

Client: State of New Mexico Abandoned Mine Land Program

Contact:

Dina Vigil, Executive Secretary and Administrative Assistant Abandoned Mine Land Program 1220 South St. Francis Drive Santa Fe, NM 87505 505.476.3430 dina.vigil@state.nm.us

Project:

New exhibit for permanent installation on the New Mexico State Fairgrounds Natural Resources Pavilion.

Details:

This project was completed and installed four weeks from approval of graphics and construction drawings. The project recreated the interior of an abandoned mine shaft and depicted the dangers involved in entering one. Local Michigan antique barn timbers were used to create a structure that was then fitted with graphic panels. The panels were held in place using raw steel that was force-rusted and clear coated. The ceiling consisted of flat antique barn roof boards. The boards were covered on top with canvas and faux painted to resemble the desert. The addition of shop-created rocks and boulders and the inclusion of silk desert plants completed the top of the structure. It also incorporated a touch screen interaction that was created under the direction of the client and included information on history, bats, mining and an interactive guiz. Inside the mine structure itself, were more graphic panels including an epoxy embedded floor graphic depiction of a bottomless mine shaft. Around the perimeter of the floor graphic was a photo eye system that, when tripped, triggered a flashing amber light in the upper corner. Also triggered was a sound effect of falling rocks that emanated from a sound shower concealed in the roof structure. As with any exhibit of this type, attention to ingress, egress, traffic flow and ADA rules and recommendations are absolutely critical. The installation date for this project was established early on in the process and was delivered on time, on budget.



Example 1 Client: State of New Mexico Abandoned Mine Land Program





Example 2

Client: Pennsylvania Department of Conservation and Natural Resources

Contact:

Jeff Woleslagle , Natural Resource Program Specialist PA Department of Conservation and Natural Resources Bureau of Forestry | Communications Section 400 Market Street | Harrisburg, PA 17105

Phone: 717.425.5366 Fax: 717.783.5109

E-mail: jwoleslagl@state.pa.us

Project:

Complete fabrication of interactive exhibits and displays for the new Tiadaghton Forest Resource Center.

Details:

This project was for 1,200 sq.ft. of exhibits within the new 12,655 sq. ft building that also houses the Bureau of Forestry District 12 office. The center is unique in the Bureau of Forestry, featuring a large exhibit space that overlooks the majestic Pine Creek Valley. The new exhibits tell the story of the valley, Pennsylvania's early logging era, and the management of state forest lands. The displays include: A working model railroad that shows what timber harvesting looked like in the Pine Creek Valley at the turn of the century and interprets the lumbering heritage of the region; a 180-gallon aquarium featuring our state fish, the brook trout, as well as other stream dwellers; an interactive touch map of the Pennsylvania Wilds that features many of the most popular destinations and introduces visitors to the full range of recreational opportunities in the region; a Pine Creek flora and fauna display with touch screens that provides information about the plants and animals of the region; an exhibit that features four short videos on forest management in Pennsylvania; an observation deck that interprets the green roof and native plants used for landscaping and features viewing scopes as well as a log slide replica similar to those used to transport logs down the steep hillsides at the turn of the century; a touch screen exhibit entitled Forest Challenges that helps visitors understand the entire suite of threats to the forest, from invasive plants and animals to fire, flood, disease and development; an interpretive display of the many large birds common to the skies of the Pine Creek Valley; an exhibit entitled Conservation Heroes that features video vignettes of the major historical figures in Pennsylvania forest conservation and the impact they had; and, a reception area that offers a scavenger hunt of the building, features that provide it with its Gold LEED rating and a computer that visitors may use to explore websites with information about the Pine Creek Valley and the Pennsylvania Wilds.



Example 2 Client: Pennsylvania Department of Conservation and Natural Resources





Example 3 Client: National Mining Museum and Hall of Fame

Contact:
Kat Neilson, Curator
National Mining Hall Of Fame And Museum
120 W 9th Street
PO Box 981
Leadville, CO 80461
719-486-1229
curatorial@mininghalloffame.org
www.MiningHallofFame.org

Project:

Complete fabrication of interactive exhibits and displays for the new World of Molybdenum exhibit.

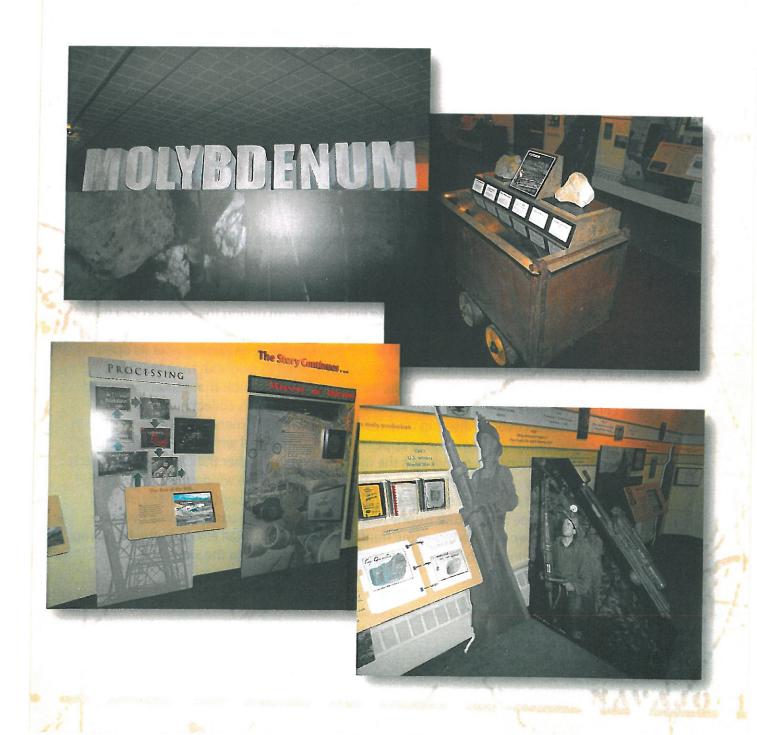
Details:

This project was for the new 1200 sq.ft. gallery focusing on Molybdenum. This gallery was very visually driven. The gallery begins with a faux concrete reproduction of the Phillipson Tunnel entrance and continues through eight interior zones. Each zone had a static picture viewer and an interactive component. Above and behind all of the zones on the wall was installed a continuous timeline. The timeline had .5" x .5" painted pvc keylines that separated the three historical lines. The historical lines continued unbroken around the gallery. Above the timeline was digitally printed wallpaper. There was a desire to have the wallpaper be seamless except for the inside corners. The largest piece was printed 50' x 5'. Each zone interactive was different. They ranged in complexity from simple flip doors to touchscreen interaction. The artifact collection also had a very wide range and varied from small coins and buttons to larger wooden track ties, mining cars and ore buckets. We created a ceiling hung structure using new steel and an artifact ore bucket that was directly above an artifact mining car. On top of that mining car was fabricated a display that held Molybdenum in different forms. The installation was completed in time for the ribbon cutting that coincided with the annual induction into The Hall of Fame.



Example 3

Client: National Mining Museum and Hall of Fame





Example 1 Client: Grand Rapids Public Museum

Contact:
Tom Bantle, Curator
Grand Rapids Public museum
Front & Pearl Streets
Grand Rapids, MI 49503
616-929-1700

Project:

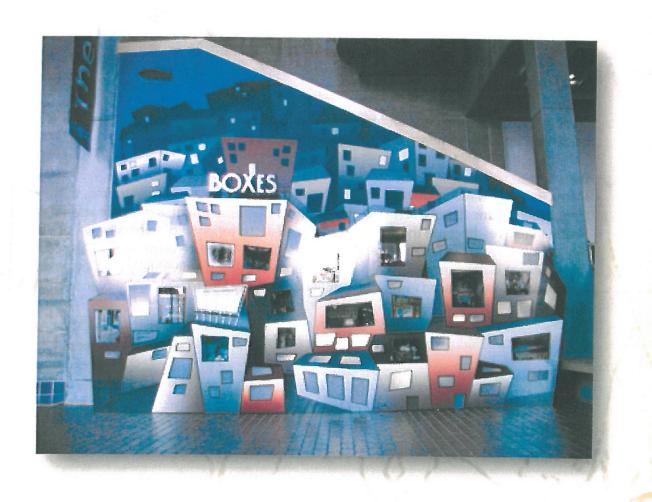
Design, fabrication and installation for "B is for Boxes" display in the main gallery of the Public Museum's riverside facility.

Details:

After working for several years on the staff of the Public Museum during the creation of a new facility on the Grand River in downtown Grand Rapids, Mr. Adams left to start a couple of businesses, one being Media Rare. In an effort to put more artifacts on display after its opening, the Public Museum devised an exhibition that would be placed throughout their building, called "A to Z." The Public Museum hired Media Rare to design an exhibit that somehow joined the basic concept of boxes, using a range of them from the Museum's collection. Essentially, we created a flat-faced, covered shelving unit design playing on the metaphor that we all live in boxes. The face was designed, however, to appear three-dimensional which creates a dramatic effect when the visitor turns the corner into the main galleria. To further the uniqueness of each of these artifacts loosely grouped as "boxes," we designed each of the windows to relate to the boxes they held. For instance, in one of the boxes is a small rounded container made of rhinoceros hide. We made a miniature trophy room with mounted heads and a tiny bearskin rug, reminiscent of the repose of a big-game hunter. To carry the overall effect up the backdrop on a stairway face, we printed a billboard size graphic and applied it to the wall.



Example 1 Client: Grand Rapids Public Museum





Example 2 Client: Kent County Health Department

Contact:
Denise VanDyke, Project Coordinator
Kent County Health Department
Fuller Street Complex
Grand Rapids, MI 49503
616-632-7188

Project:

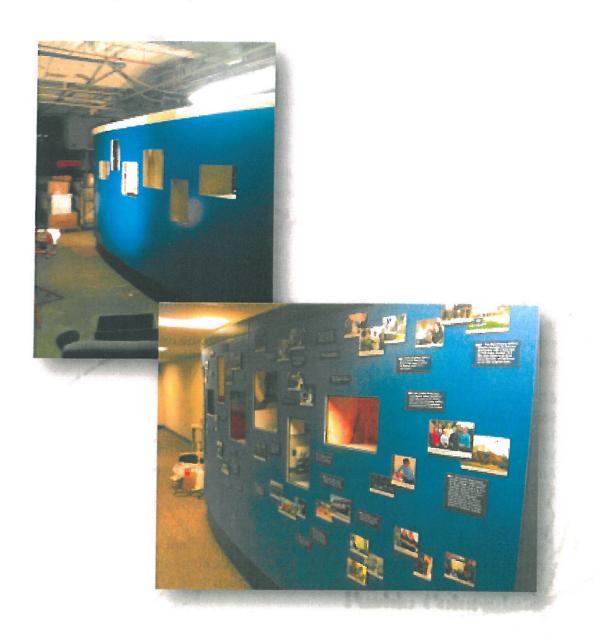
Design, fabrication and installation of a history display that incorporated a timeline of departmental achievements and included artifacts from various eras.

Details:

Media Rare was hired to create a wall-mounted physical display to allow visitors to the Health Department Clinic to get a sense of the history of the department, a leader in several public health initiatives. Because the exhibit was placed at the junction of two hallways, depth was limited. We bowed the face and capped the box to gain as much display space as possible. To create repeat opportunities to learn, each event was printed individually and floated on the face. Artifacts were placed inside the display for security and to highlight advances showing the stuff of history and well as the events.



Example 2 Client: Kent County Health Department



Proposed Work Plan

Below is a proposed project schedule. While it makes some assumptions and may not take into account all processes, it provides a broad-stroke look at what to expect from us. Dates for milestones and deliverables have been roughed in to give a sense of scope.

6/9/2013

We are informed of award. Yippeee!!!

6/19-20/2013

Boots on the ground. We anticipate this to be a series of meetings over 2 days.

6/19/2013

9am - 12pm

Meet with PCCLD Project Manager, Supervising Librarian from each community, Librarian from Special Collections, Library Board trustee and Project Historian. We see this initial meeting as a "get to know you, us and the project" session. We will discuss the origin, direction and vision for the project. We anticipate gaining the overall thematic interpretation of the history walls.

1pm - 4pm

Tour Greenhorn Community with Librarian or and/or other interested parties. We expect to gain the knowledge of what is interesting and unique about this community. Are there significant landmarks, businesses or history that need to be expressed in their individual wall?

6/20/2013

9am - 12pm

Tour St. Charles Mesa Community with Librarian or and/or other interested parties. We expect to gain the knowledge of what is interesting and unique about this community. Are there significant landmarks, businesses or history that need to be expressed in their individual wall?

1pm - 4pm

Tour East Side Community with Librarian or and/or other interested parties. We expect to gain the knowledge of what is interesting and unique about this community. Are there significant landmarks, businesses or history that need to be expressed in their individual wall?

9/1/2013

Electronic presentation of initial design concepts to all parties involved.

Proposed Work Plan, cont.

9/5/2013

Conference call with all parties involved to discuss submitted designs. Gather feedback to refine the selection.

10/9/2013

Receive final artifacts and images from PCCLD for incorporation into final concept.

11/7/2013

Boots on the ground. Submit final concepts as an in person presentation including materials boards, mockups, artifacts and images. After this meeting all of the feedback and desired alterations will be incorporated into the final concept.

11/14/2013

Submit final concepts electronically to PCCLD.

11/18/2013

Receive approved concepts from PCCLD.

11/21/2013

Begin fabrication drawings.

12/4/2013

Submit complete fabrication drawings for all three history walls.

12/11/2013

Receive fabrication drawings back from PCCLD with changes.

12/22/2013

Submit revised fabrication drawings to PCCLD.

1/8/2014

Receive final approval of drawings for fabrication.

2/1/2014

Begin fabrication.

6/9/2014

Installation.

Hourly Fees and Expenses

Design	\$ 75.00 per hour
Graphic Design and Manipulation	\$ 75.00 per hour
Detailing and Project Management	\$ 60.00 per hour
Fabrication	\$ 70.00 per hour
Paint and Finishing	\$ 70.00 per hour

All other direct expenses including freight are charged at actual cost, plus 15% handling fee.

Fee Proposal

It is stated in the RFP that the budget for each of three history walls is \$13,000.00. We feel that the stated budget is sufficient. We further suggest that of the \$39,000.00 overall budget, 10% or \$3,900.00 be set aside into a contingency fund. This fund could then be used by PCCLD for whatever is deemed necessary. It is our experience that in the final design process there might be last minute suggestions that dramatically improve the final product. It is also in our thoughts that the use of technology may be appropriate in the design. If that is the case, the contingency could be used as an ongoing fund to update presentations and revise content. That being said, we feel that an overall budget of \$35,100.00 or \$11,700.00 per wall would be appropriate.

ACCESSING DATABASES FROM HOME OR OFFICE

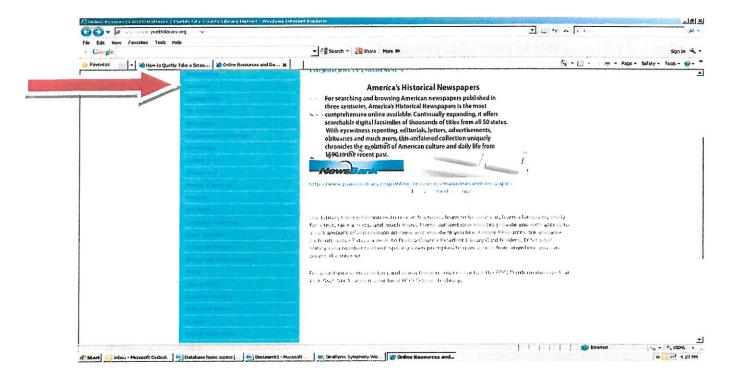
Pueblo City-County Library District patrons who have a Pueblo County address can access databases from outside the library. In order to access, you must have your library card number and PIN available to enter when prompted.

Start from the library's home page: http://www.pueblolibrary.org

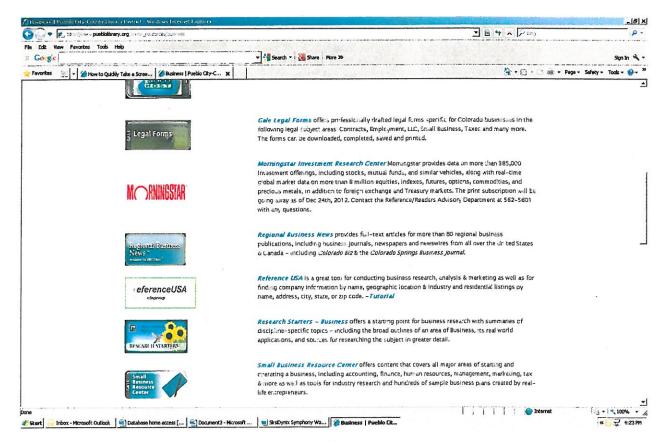
Hover over Search in the top bar and click eResources (Databases) on the drop-down menu.



The home page for all databases will look like this—you will go to the Business link:



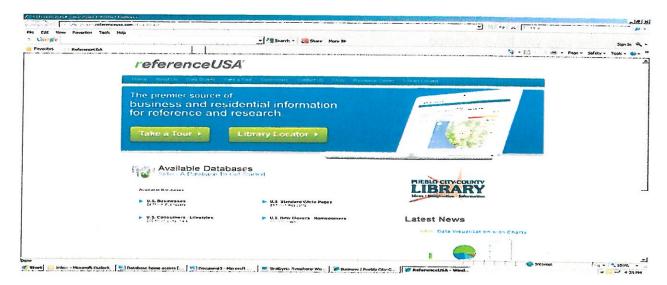
These are some of the links to the Business Databases:



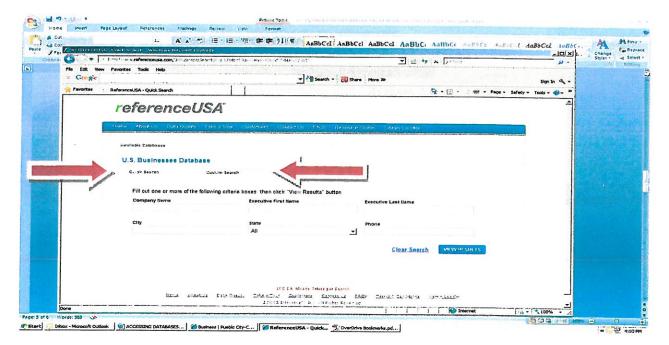
REFERENCE USA

ReferenceUSA is a powerful database and one of our most used eResources. PCCLD subscribes to four separate databases from RefUSA. Those are:

- U.S. Businesses showing detailed information of 24 million businesses
- U.S. Consumers/Lifestyle showing detailed purchasing information of 262 million consumers
- U.S. White Pages listing contact and location information for 89 million residents
- U.S. New Movers/Homeowners showing information on 300,000 residents on the move weekly



In each database, you can conduct a basic or a custom search.

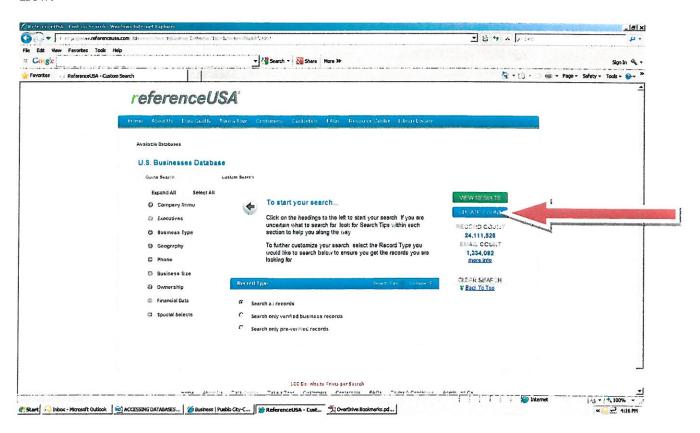


U.S. Businesses

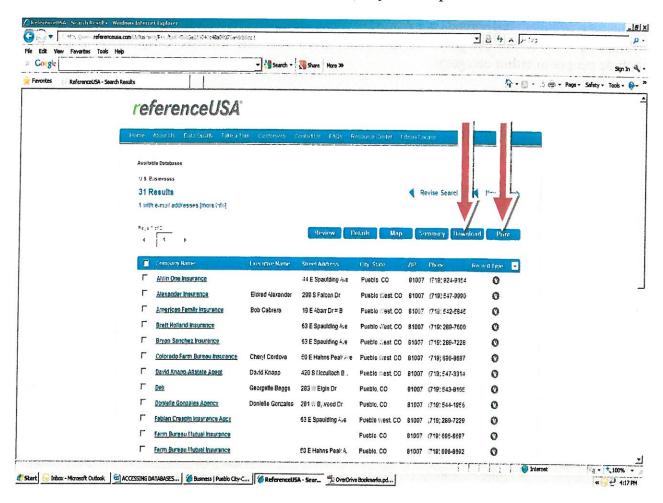
The quick search allows you to type in the name and/or location of a business or businesses. For example, you could type in Pueblo, CO and a list will be produced listing every business with a Pueblo address. HINT: If you are searching for a specific company, do not use terms like "company" or "corporation" or abbreviations as the database looks for exact matches and may miss your company.

The custom search allows you to search by a number of detailed criteria. You will always want to set geographic parameters for these searches if you do not want every company in the United States matching your other parameters to be on your list. HINT: If you select an area other than state, DO NOT select state. You will be asked to enter the state where you name the smaller area you have selected.

You can use as many parameters as you wish to conduct your search. After you have set all the parameters you want to use, click "Update Count" on the right to see how many hits you drew.

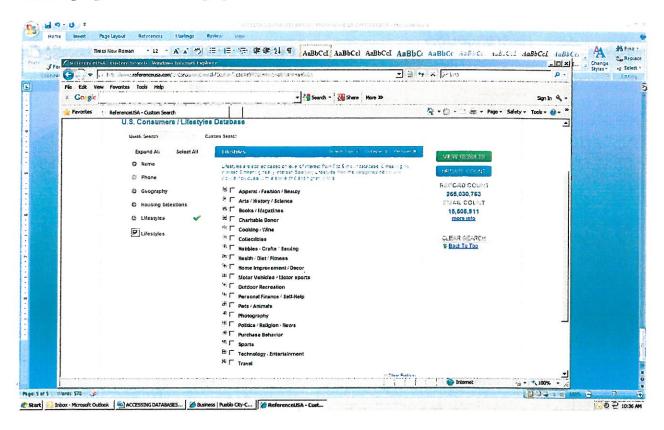


If it is not a manageable number, add additional parameters. When you have a workable number of hits, click "View Results" and you will get the names and details of all matching companies. You can print 50 of these at a time if you are in the library and 25 at a time from elsewhere. You can also download the information to a thumb drive, to your computer or to email.



U.S. Consumer/Lifestyle

This part of RefUSA allows you to create mailing lists of your ideal consumer, select a prime location for your business based on locations of those consumers or create lists to meet your needs. The search parameters include income level, home value and about 100 consumer preference choices. Individuals are placed in these categories based on their spending above the average amount in the category. If you select more than one lifestyle category, your list will include people in either category.



Downloading and printing operates the same in each database.

Tutorials are available on the RefUSA site. We highly recommend that you watch at least one tutorial before beginning a search. Many additional tutorials are available at www.youtube.com You can find a tutorial to cover most any action you wish to complete on RefUSA. You may contact or come to any library branch for assistance using the database. You will be best served if you contact the Business Librarian for an appointment before coming in.

Happy searching!

Bike Parking Guidelines for Pueblo Area

It seems simple enough to get a bike rack for a business but finding an affordable, functional and secure bike rack without expensive shipping and installing it in a location that works for everyone is easier said than done. Too often bike racks are placed "out of the way" hidden from view, distant to entrances so cyclists don't use them, can't find them or don't trust their bike will still be there when they return.

Bike Parking Don'ts

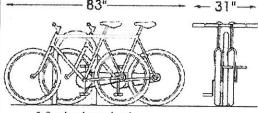
Bike Parking Do's

DON'T waste money on "wheel bender" racks that only secure one wheel. These aren't secure, bikes tip over damaging wheels & other bikes.

DO get racks that allow two points of contact on the bike frame to allow U-lock to frame and wheel to rack. Inverted U racks, large hoops on a post or overhanging bar with hoops hanging down work best.

DON'T hide racks from view where only thieves find them. DON'T be surprised by lack of use if racks are poorly placed. DO place racks in highly visible and convenient places convenient to building entrances (within 50 ft) and street access. Bike parking should be easily spotted from the street and from windows of the building to discourage theft and vandalism. Ideally bike parking should be as close to entrances as handicap parking. Disperse racks along sidewalks in commercial districts to provide close access to multiple storefronts.

DON'T forget the dimensions and footprint of a bicycle when placing a rack. DO plan and install racks based on available space and determine if bikes will run parallel or perpendicular to curb or wall. A sixto eight-foot wide sidewalk is the minimum width required to accommodate pedestrian flow and parallel bicycle rack for two bicycles. Bike racks can be perpendicular or angled in wider areas.



5 ft wheel to wheel

DON'T place center of rack closer than 35" to wall if bike runs perpendicular to wall.

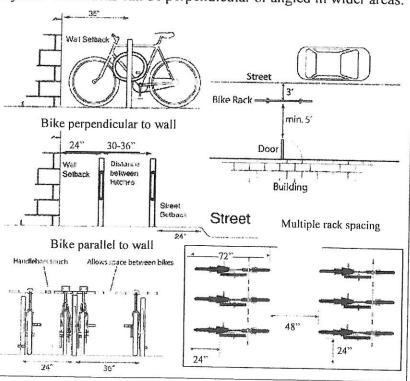
DON'T place a rack closer than 24" to a wall if bike runs parallel to wall.

DON'T forget car doors opening with on-street parallel parking. Allowing 36" curb to rack might prevent bike/car damage.

DON'T forget to allow space for handlebars and moving bikes in and out of racks with other bikes present.

DON'T discount the benefits of quality, well placed bicycle racks.

DON'T ignore the health and economic benefits of cycling and providing end of trip parking options for customers and employees.



DO increase your overall parking capacity at little cost. Attract new and retain old customers and employees that are health conscious. Eliminate clutter, pedestrian hazards or tree damage from bikes poorly parked.

DO consider indoor or secure area bicycle parking options for long term parking for employees or loyal customers.

City of Pueblo public right of way bicycle parking guidelines

The following guidelines apply to bicycle racks placed in City of Pueblo public right of way such as a sidewalk, park, parking area (does not apply to private property but property owners are encouraged to maintain a cohesive look and feel to the area):

- Standard inverted U racks are required and preferred by cyclists and planners to avoid obstructing pedestrian flow.
- City requires approval of the installation location by the Traffic Engineer to ensure a fully loaded bicycle rack does not impede the sidewalk, emergency access or block the view of pedestrians crossing the road. Call 719-553-2722 for permit document.
- No liability insurance or permit fee is required if the rack is donated to the city. But the donor must understand the rack will not be replaced by the city if damaged.
- Streetscape guidelines were approved for certain downtown districts with color and decorative design features within the inverted U bike rack as follows in these areas:

Minimum 24-32" width of U rack

- 1.9"

Riverwalk area:

Burgundy "Wave" rack or Artistic racks previously approved by HARP



Union Historic District excluding Victoria: Black "Pearl" rack



Santa Fe, Main Street (between 1st & 13th) Victoria south of 1st Burgundy "Breton"



Civic Center areas and government buildings:
Burgundy, black or silver rack inverted U, post & hoop or Pi rack allowed

Local availability of these racks:

- Sundance Cycles at 113 E. Abriendo: distributor of Saris custom racks above and standard inverted U racks. The prices below for each rack <u>includes</u> shipping and mounting hardware.
 - Standard inverted U in 9 available stock colors: \$185
 - Standard inverted U in burgundy/other non-stock color: \$245
 - Decorative inverted U rack above: \$355
 - Other approved higher capacity racks also available and subject to shipping charges.
 - Call Dane at 719-583-3905 for more information. Also has hanging wall racks for offices.
- Local fabricators are welcome to reproduce these racks locally. Contact Kim at 719-553-2722 with your pricing and contact information to be promoted as a local supplier in this publication and on www.activepueblo.net for businesses, government and community organizations to access.
- These racks also available online at http://cyclesafe.com/bike-racks/u2-racks/vintage/ but typically run \$150 more per rack than local Sundance supplier.

Bike Parking Ordinance No 8115 approved in November 2009. The ordinance pertains to new or renovated properties requiring 40 or more parking spaces to provide a minimum number of bicycle parking spaces equivalent to 5% of the automobile spaces. The ordinance also requires a primary pedestrian connection to the public sidewalk.



Motorists expect convenient and secure parking at all destinations. The cost of providing space for car storage for customers or employees is expensive but rarely discussed or debated as being necessary. Consider these costs:

- Surface lot: \$2,200 to store one car
- Parking garage: \$12,500 to store one car
- On street parking: \$5,000 per mile to stripe one side of the road (not to mention eliminating street space for other uses such as turn lanes, wider sidewalks with streetscape or bike lanes)

Businesses should give the same consideration to secure bike parking, especially for employees, recognizing the very real health benefits of cycling, the economic challenges many in the community face and the advantage of eliminating the need to store a car for every bike that comes to your business. For every car trip avoided, there is that much more space for another customer!

Bike parking is a fraction of the cost of parking motor vehicles. In fact, one motor vehicle space could park up to 18 bicycles. Many cities are trading one on-street parking spot for a bike coral to promote cycling and healthy living more.

Unfortunately, bike storage is usually just an after thought with just a poorly designed bike racks poorly situated. Poorly designed racks can actually damage the bicycle and make a more secure U lock useless. Businesses will complain bike racks aren't used as proof nobody wants to ride. While in fact, fear of theft is one of the top reasons for not riding more. Good installation is critical to deter theft and encourage cycling.

Short term parking —involves a few hours or less (customer use)

- Should include secure rack that accommodates a U lock, doesn't bend the wheel or allow bikes to fall over on others.
- Under cover is great to prevent very hot or wet seat for rider to deal with

Long term parking involves leaving bike all day or longer (employee/residential use)

- Must be higher security standard to prevent theft, limited access or full time security footage and response from security
- Covered to prevent damage from weather is now required by many city ordinances

Examples:

- Fenced off locked areas in parking garage (downtown Colo Spgs \$5 one time fee for gate key)
- Racks in enclosed, lockable room or shelter (Parkview)
- Racks in view of employees at all times (within 100 feet)
- Bike lockers (\$1,00-4,000 for 2 bikes)
- New York City requires this accommodation within 3 city blocks, Portland requires it within 750 feet.



Above: Parking garage fenced area in Colo Springs Below: Parkview employee secure indoor parking



Right: Bike rack on indoor wall for employees

Parking in the office:

- Some have the luxury of an office large enough accommodate a bicycle or two. But few in large offices or customer areas have this option for indition than one bike. May block fire exits and cause problems on fire safety inspection.
- Consider hanging wall racks with or without locks in interior areas for employee parking. 3 bikes take up 54"x45" wall space and up to 40" area off the wall.
- University of Oregon Health Sciences Center has sign welcoming bicycles inside the building with "Please walk your bike" - a welcoming sight in a "healthy" worksite!

Consider what other cities are doing to promote cycling by addressing inadequate bike parking:

- San Francisco ordinance requires owners of commercial buildings to provide secure bicycle parking for employees. Goal is that 1 in 5 trips to be by bicycle to improve health, traffic.
- New York City ordinance in 2009 required commercial buildings with a freight elevator must provide access for bicycle commuters. Law does not apply to residential buildings but access to indoor bicycle parking is now a popular real estate marketing tool! New York also provides free indoor bike parking at lots for City employees.
- NYC also requires parking garages and lots that accommodate 100 vehicles or more to provide bike parking spot for every 10 vehicle spaces.



www.activepueblo.net/

National Bike Challenge

May thru September

- Be part of putting Pueblo on the map for cycling!
- Log all outdoor bike miles!
- Extra points for riding for transportation and Bike to Work on:

June 26th—Colorado Bike to Work Day breakfast stops

Bike to Work Excuse Busters:

1. I don't have time:

It only takes a few more minutes to ride than drive but you save time looking for parking.

- 2. No place to shower at work: Take it easy on the way in so you don't work up a sweat. Push it more on the way home.
- 3. I dress up for work:
 Roll clean clothes up in a back
 pack. Or take several changes of
 clothes in to the office each week.
- 4. No place to park my bike: Talk to your employer about installing bike parking or taking your bike into the building.
- 5. It is too dangerous:
 Don't ride the route you drive.
 Find a route with less traffic & learn to "drive" your bike safely.
- 6. I'm not in good shape. Start slowly at first. Ride part of the way instead of all the way.

Experience the Flavor of Pueblo Summer 2013

Fun weekly events at 6:30 pm

Sunday and Monday evenings:

Kayak or paddleboard the Riverwalk, Sign up at Riverwalk office by Veteran's Bridge



Wednesday evenings:

Downtown Social
Shuffle

5-km run or 2 milewalk starts by Shamrock on 3rd Street. Dog and stroller friendly!



Thursday evenings:

Cruisin' Pueblo casual, cruiser ride starts at Bingo Burger

Cruiser Bike Ride Rules:

- Follow traffic laws. No stopping or blocking traffic or running lights.
- Keep to right lane allowing cars to pass on the left.
- On trails stay right to allow oncoming traffic space. They pop up fast so stay right.
- No drop ride, this is fun, not fast. Just wait at light or pull over to allow others to catch up. Have fun and be friendly!

www.activepueblo.net

Online calendar of events!

Join us on www.facebook.com/PuebloPACE