DRAFT 5/7/2022

MEMORANDUM OF UNDERSTANDING
REGARDING
ROARING FORK TRANSPORTATION AUTHORITY
2023 REGIONAL BIKESHARE SERVICES

This Memorandum of Understanding ("MOU") is entered into between:

The City of Aspen, Colorado,
The Town of Basalt, Colorado,
The Town of Carbondale, Colorado
The County of Eagle, Colorado
The Elected Officials Transportation Committee, Colorado
The City of Glenwood Springs, Colorado
The County of Pitkin, Colorado
The Roaring Fork Transportation Authority, (RFTA)
The Town of Snowmass Village, Colorado

(collectively, the " Parties") in order to set forth the terms and conditions of their cooperative provision, administration, and funding of RFTA regional bikeshare services for calendar year 2023. This MOU is effective as of January 1, 2023, regardless of the dates on which it is signed.

RECITALS

WHEREAS, pursuant to title 43, article 4, part 6, Colorado Revised Statutes, as amended, Colorado counties and municipalities are authorized to establish, by contract, regional transportation authorities, which are authorized to finance, construct, operate and maintain regional transportation systems; and

WHEREAS, pursuant to Title 29, Article 1, Part 2, C.R.S., as amended, and article XIV, Section 18 of the Colorado Constitution, governments may contract with one another to provide any function, service or facility lawfully authorized to each of the contracting units and any such contract may provide for the joint exercise of the function, service or facility, including the establishment of a separate legal entity to do so; and

WHEREAS, Section 602 (b) of the RFTA IGA states that "the Authority may enter into contracts with any Member or other person or entity for the provision of transit services in the manner and subject to the terms of such contracts; and

WHEREAS, Section 602 (c) of the RFTA IGA states that "the Authority shall provide regional transportation planning services needed to plan and direct Authorized Transportation Projects; and

WHEREAS, in the 2019 RFTA Strategic Plan, the RFTA Board of Directors (the RFTA Board) established Accessibility and Mobility Strategic Outcome 2.0 that states, "RFTA will provide accessible, effective, and easy to use mobility options that connect our region for all user types;" and

WHEREAS, Smart Objective 2.4 states, "Provide increased first and last mile options for customers throughout service area;" and

WHEREAS, an expanded regional bikeshare system will help RFTA achieve Strategic Outcome 2.0 and Smart Objective 2.4; and

WHEREAS, it was envisioned in RFTA's Destination 2040 Plan, which served as the basis for RFTA's regional 2.65 mill property tax measure 7A that was approved by voters on November 8, 2018, that RFTA would develop, implement, and provide expanded regional bikeshare services in communities throughout the State Highway 82 corridor; and

WHEREAS, the Destination 2040 Plan approved by voters in November 2018 designated $1.271 million in capital funding and $583,000 in annual operating funding (increasing by 3% per year) for the expansion of regional bikeshare services in Aspen, Basalt/El Jebel, Carbondale, and Glenwood Springs; and

WHEREAS, prior to the implementation of expanded regional bikeshare services, RFTA determined it was advisable to develop the Roaring Fork Valley Regional Bikeshare Plan, which also includes the Towns of Snowmass Village and New Castle, in order to more fully understand the regional bikeshare system requirements in terms of equipment, staffing, financing, phasing, and organizational structure; and

WHEREAS, the Roaring Fork Valley Regional Bikeshare Plan (incorporated herein and made a part hereof) sets forth a multi-year phased implementation plan for the City of Aspen, Pitkin County, the Town of Basalt, Pitkin County, the unincorporated El Jebel area of Eagle County, the Town of Carbondale, and the City of Glenwood Springs, and also includes the Towns of Snowmass Village and New Castle (which were not included in the designated Destination 2040 bikeshare expansion funding); and

WHEREAS, the total estimated cost of implementing all phases of the Roaring Fork Valley Regional Bikeshare Plan exceeds the funding designated in the Destination 2040 plan for regional bikeshare expansion and will require additional resources to implement; and

WHEREAS, WE-cycle is a Colorado nonprofit corporation and an established bikeshare provider that since 2013 has been operating bikeshare systems on a seasonal basis in the City of Aspen, the Town of Basalt, the unincorporated area of Eagle County, and the Town of Snowmass Village; and

WHEREAS, in the Destination 2040 Plan, as well as in the Roaring Fork Valley Regional Bikeshare Plan it is envisioned that WE-cycle should be the lead planner and provider of not only the existing bikeshare services but, also, the expanded regional bikeshare services, pursuant to a multi-year Service Operating Agreement (SOA) between WE-cycle and RFTA; and

WHEREAS, the Roaring Fork Valley Regional Bikeshare Plan is intended to serve as a flexible roadmap to assist RFTA, WE-cycle, and the participating jurisdictional partners with the phased implementation and operation of regional bikeshare services, recognizing that the details associated with implementation and operation may vary from the Roaring Fork Regional Bikeshare Plan from year-to-year for a wide variety of reasons, not the least of which is available revenue; and

WHEREAS, RFTA and the participating jurisdictional partners are governmental entities, that must appropriate funding for the implementation and operation of regional bikeshare services from year-to-year, and such funding may vary from the amounts and phasing contemplated by the Roaring Fork Valley Regional Bikeshare Plan; and

WHEREAS, in the Roaring Fork Valley Regional Bikeshare Plan the preferred governance structure for implementing and providing regional bikeshare services should be by means of a Multi-Party Memorandum of Understanding (MOU) between RFTA and the participating jurisdictions; and

WHEREAS, the SOA and MOU will be updated each year during the annual budget cycles of RFTA, WE-cycle, and the participating jurisdictions, to set forth the Scope of Work and planned regional bikeshare expenditures for the following year; and

WHEREAS, pursuant to the 2023 SOA for Regional Bikeshare Services Between WE-Cycle and the Roaring Fork Transportation Authority, WE-cycle has been designated as RFTA's regional bikeshare services lead agency, planner and provider ("the Provider") and has agreed to operate the regional bikeshare services in 2023; and

WHEREAS, this MOU sets forth the plan and financial commitments of the Parties for the RFTA regional bikeshare services ("Bikeshare Services) in 2023.

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein, the Parties set forth the following as a Memorandum of Understanding:

1. **Incorporation of Recitals**. The foregoing Recitals are incorporated as if set forth in full.

2. **Purpose of this MOU**. The purpose of this MOU is to define the terms and conditions by which the Parties will collectively provide, administer and fund Bikeshare Services for calendar year 2023.

3. **Term of MOU**. This MOU shall have an Effective Date of January 1, 2023, regardless of the dates signed and shall terminate on December 31, 2023.

4. **Bikeshare Services**. The Parties agree that they will cooperate together to provide the Bikeshare Services described in the 2023 Bikeshare Services Scope of Work found on EXHIBIT 1. In addition, the Parties agree to assist the Provider in planning for the operation of RFTA Bikeshare Services in their jurisdictions and siting the locations of stations within their jurisdictions and in obtaining any necessary permits for that purpose that are required in their communities. See EXHIBIT 2 for a list of Recommended Cooperative Responsibilities and Expectations of the Parties to this MOU.

5. **Definitions.**

A. Indirect Regional Operation Costs: Prior to the beginning of Bikeshare Services in any year, the Provider will submit to RFTA a budget for total indirect Regional Operation Costs. RFTA, WE-cycle, and EOTC revenue will be used to defray indirect Regional Operation Costs by allocating their revenue to each of the participating communities based on the percentage that each participating community's stations represent of total regional stations. For the year 2023, the total of indirect Regional Operation Revenue/Costs for Bikeshare Services can be found on the Chart below:

2023 Sources of Indirect Operating Revenue	Total 2023 Indirect Operating Revenue
RFTA D2040	$ 543,980
RFTA Existing	$ 195,700
WE-cycle	$ 191,580
EOTC	$ 103,000
Total 2023	$ 1,034,260

B. **Direct Local Operation Costs**: Prior to the beginning of Bikeshare Services in any year, the Provider will submit to RFTA budgets for Direct Local Operation Costs for each of the participating jurisdictions that are Parties to this MOU. For 2023, the Provider's estimated annual Local Operation Cost for each of the jurisdictions that are Parties to this MOU can be found on EXHIBIT 4. The total local share of Local Operation Costs for all jurisdictions that are parties to this MOU, as reflected on Chart A, below, is one hundred percent (100%).

C. **Planning Costs**: These are expenses incurred by the Provider for planning system start-ups and/or modifications of existing systems for jurisdictional partners. System Planning costs will be assigned to the jurisdictions that receive them, however, as reflected on Chart A, below, RFTA's share of the Planning Costs is one hundred percent (100%).

D. **Local Startup Operation Costs:** These are operational expenses that are required prior to the initiation of bikeshare services in communities that currently do not have them. The expenses are for items such as: rent, utilities, office equipment, tools, parts, and supplies, etc. As reflected on Chart A, below, RFTA's share of Local Startup Operation Costs is one hundred percent (100%).

E. **Capital Costs:** These are expenditures for new bikeshare capital equipment that will be used in the jurisdictions of the Parties to this MOU. As reflected on Chart A, below, Capital Costs will be shared eighty percent (80%) by RFTA and twenty percent (20%) by the Parties for equipment purchased for their specific jurisdictions.

F. **Capital Replacement Costs:** These are expenditures needed to replace bikeshare equipment used in the jurisdictions of the Parties, once it has reached the end of its useful life. As reflected on Chart A, below, Capital Replacement Costs will be shared eighty percent (80%) by RFTA and twenty percent (20%) by the Parties for capital replacement equipment purchased for their specific jurisdictions.

G. **System Start-Up Equipment Costs:** These are expenditures for capital items such as bike balancing vehicles, trailers, tools, and other equipment required in order to implement new or expanded bikeshare services in specific communities. As reflected on Chart A, below, RFTA's share of System Start-Up Costs is one hundred percent (100%).

Chart A: Regional Bikeshare Services Cost-Sharing Matrix

Item	RFTA	Local
Operations Operation Costs		
Regional Indirect Operation Costs Funded by RFTA, WE-cycle, and EOTC	100%	0%
Local Direct Operation Costs Funded by Jurisdictions	0%	100%
Local Startup Operation Costs	100%	0%
System Planning	100%	0%
Capital		
Capital	80%	20%
Capital Replacement	80%	20%
Start-up Equipment	100%	0%

** **The** combination of RFTA, WE-cycle, and EOTC funding will be distributed to each participating jurisdiction based on the percentage of stations that each community's stations represent of total regional stations.*

*** If necessary, communities may apply to RFTA for First/Last Mile Mobility Reserve funds with a 50% match for a portion of their local shares for operation and/or capital costs. However, RFTA reserves the right to approve, deny, or modify the amounts of First/Last Mile Mobility Reserve funds requested/approved.*

5. **Funding Commitments:** The Parties agree to commit their respective funding shares for the 2023 Bikeshare Services in the amounts and for the purposes set forth on EXHIBIT 3., and remit such funding to RFTA subject to the terms and conditions established in this MOU Chart B, below reflects the funding shares of the Parties for 2023 Bikeshare Services.

Chart B

2023 Bikeshare Services Funding Commitments

Party	$ Commitments
Aspen	$ 249,895
Pitkin	$ 16,080
Basalt	$ 76,627
Eagle County	$ 81,791
Carbondale	$ 248,885
Glenwood Springs	$ -
Snowmass Village	$ 16,647
EOTC	$ 103,000
WE-Cycle	$ 191,580
RFTA	$ 2,028,680
Total Commitments	**$ 3,013,185**

6. **RFTA First/Last Mile Mobility Reserve Supplemental Funding**. In the event that any of the Parties is unable to commit its share of the funding for 2023 Bikeshare Services, such party can apply for supplemental funding from the RFTA First/Last Mile Mobility Reserve, which requires a fifty percent (50%) local match. RFTA, however, reserves the right to approve, deny, or modify such supplemental funding requests on a case-by-case basis, depending on the circumstances.

7. **2023 Consolidated Bikeshare Operations and Capital Financing Plan**. Chart C, below, reflects a summary of the estimated 2023 bikeshare costs by category, as well as the respective shares of the Parties:

Chart C: 2023 Combined Bikeshare Operations and Capital Financing Plan

14	Total 2023 Bikeshare Operations and Capital Funding	RFTA	RFTA Existing WE-cycle Funding Commitment	Net RFTA Share	WE-cycle	EOTC	Local	Total
a	Total 2023 Bikeshare Operations Funding	$ 543,980	$ 195,700	$ 739,680	$ 191,580	$ 103,000	$ 437,325	$ 1,471,585
b	Total 2023 Bikeshare Planning Funding	$ 101,000	$ -	$ 101,000	$ -	$ -	$ -	$ 101,000
c	Total 2023 Bikeshare Startup Operations	$ 91,000		$ 91,000	$ -	$ -	$ -	$ 91,000
d	Total 2023 Bikeshare Capital	$ 817,600	$ -	$ 817,600	$ -	$ -	$ 204,400	$ 1,022,000
e	Total 2023 Bikeshare Capital Replacement	$ 58,400	$ -	$ 58,400	$ -	$ -	$ 48,200	$ 106,600
f	Total 2023 Bikeshare Startup Equipment	$ 221,000	$ -	$ 221,000	$ -	$ -	$ -	$ 221,000
g	Total 2023 Bikeshare Costs	$ 1,832,980	$ 195,700	$ 2,028,680	$ 191,580	$ 103,000	$ 689,925	$ 3,013,185
h	Percentage Shares of Total Regional Bikeshare Operations Costs	N/A	N/A	50%	13%	7%	30%	100%

8. **Billing:** The Parties will pay RFTA directly for their respective operation cost funding commitments set forth on EXHIBIT 3, either in full by January 31, 2023, or in semi-annual installments on January 31, 2023 and July 31, 2023. RFTA will invoice the Parties for their operating cost funding commitments in January 2023. Budgets for Capital Costs and Capital Replacement Costs are estimates and such costs will be billed to each of the Parties when the actual costs from equipment suppliers are known and the equipment has been delivered to the Provider and the Provider has invoiced RFTA for such equipment.

10. **Annual Reconciliation and True-up**: No later than March 15 of 2024, RFTA will provide the Parties with a reconciliation statement. The Provider's actual total year-end 2023 Indirect and Direct Operation costs will be compared with the budgeted costs. Any surplus revenue resulting from this comparison will be remitted by RFTA to the Parties by March 31, 2024, based on the percentages their costs represented of total Regional Bikeshare Operation costs as set forth on Chart C, line g, above.

11. **Payments to the Provider**. RFTA and the Provider have entered into a separate 2023 Bikeshare Grant pursuant to which RFTA agrees to pay the Provider the total net amount of **$2,821,605** for Operation, Planning, Operation Startup, Capital, Capital Replacement, and Startup Equipment costs, which is net of the Provider's estimated sponsorship fees of **$191,580** that will retained by the Provider. For Operation Costs, Operation Startup Costs, and Planning Costs in the amount of **$1,471,585** and **$101,000**, and **$91,000**, respectively (or a total of **$1,663,585 less $191,580 in the Provider's sponsorship fees or a net total of $1,472,005),** RFTA will remit payment in eight (8) equal monthly installments of **$184,000.63.** The Provider will invoice RFTA separately for Capital Costs, Capital Replacement Costs, and Startup Equipment Costs either at the time the equipment is ordered (if a deposit is required) or when delivered.

12. **Annual Appropriation**. This MOU is expressly contingent upon appropriation and budgeting for the costs required herein. If any Party fails to appropriate or have available sufficient funds to pay for the costs of its financial commitments set forth in this MOU, 2023 bikeshare services planned for a non-appropriating Party shall not be provided. All other provisions of this MOU, however, for the appropriating Parties, shall remain in effect.

13. **Ownership of Assets:** RFTA will grant a license to the Provider for use of all equipment purchased pursuant to this MOU. RFTA will retain ownership and maintain an inventory of all core bikeshare equipment items purchased pursuant to this MOU. If, when this MOU terminates, any of the Parties elects not to participate in the MOU regarding Bikeshare Services for the subsequent year, RFTA will reimburse such Party for the depreciated value of the capital assets acquired for their jurisdictions, using the double declining balance method of depreciation based on the accepted useful life of individual assets. RFTA will multiply the depreciated value of individual assets by the 20% local share of the Parties to determine the amount of reimbursement that will be made. At RFTA's discretion, such equipment can be used in other parts of the regional bikeshare system, sold, or otherwise disposed of.

14. **Monthly Reports:** On or before the 15th day of the month following the month in which bikeshare services are operated, the Provider will issue monthly reports to the Parties which include operating data and performance measures specific to their jurisdictions. The monthly reports will be submitted substantially in the form found on EXHIBIT 6.

15. **Insurance Requirements and Hold Harmless:**

A. The Parties shall be named as an additional insured on the Provider's general liability and comprehensive automobile liability policies of insurance for the term of this MOU. Within 10 business days of execution of this MOU, the Provider shall furnish the Parties with a certificate of insurance for such coverages, to which they shall be endorsed as an additional insured. Such certificate of insurance shall provide that in the event such insurance coverages are cancelled, terminated, revoked and/or not renewed, that the Parties will be provided with at least ten (10) days prior written notice of such action.

B. To the extent allowed by law, the Parties agree to hold each other harmless from any and all third-party claims arising from their own tortuous, negligent or unintentional acts or omissions as committed pursuant to their performance of this MOU. The Parties similarly agree to jointly investigate and defend against a third-party claim as asserted against the, or any of them, arising from the implementation of this MOU and the operation of the bikeshare services as described herein.

C. The Parties understand and agree that each relies on and does not waive or intend to waive by any provision of this MOU the monetary limitation or any other rights, immunities, and protection provided by the Colorado Governmental Immunity Act § 24-10-101, *et seq*., C.R.S., as from time to time amended, or otherwise available to RFTA and its respective officers, agents, or employees.

D. The Provider will provide physical damage insurance for equipment acquired pursuant to this MOU and will also provide such coverage for equipment owned by the Provider. For 2023, RFTA will bear this de minimis cost outside of this MOU.

16. **Miscellaneous Provisions**.

A. **Amendment**. This MOU may only be amended by a written MOU duly signed by the Parties hereto.

B. **Successors**. This MOU shall be binding upon and shall inure to the benefit of any successors to or assigns of the parties.

C. **Severability**. Should any part, term, portion or provision of this MOU be finally decided to be in conflict with any law of the United States or of the State of Colorado, or otherwise be unenforceable or ineffectual, the validity of the remaining parts, terms, portions, or provisions shall be deemed severable and shall not be affected thereby, provided such remaining portions or provisions can be construed in substance to constitute the MOU that the Parties intended to enter into in the first instance.

D. **Adoption**. This MOU shall be effective on the approval of all Parties

E. **Notices**. All notices, demands, statements, and requests required or permitted to be given under this MOU shall be served in writing and shall be deemed to have been properly given or served in any event upon actual receipt, three (3) working days following the depositing of the same in the United States mail, addressed to a Party, first class, postage prepaid, by registered or certified mail, return receipt requested, at the address set forth below or at such other address as may be designated in accordance herewith:

ASPEN:	City of Aspen c/o City of Aspen Manager 130 S Galena St. Aspen, CO 81611
BASALT:	Town of Basalt c/o Town of Basalt Manager 101 Midland Avenue Basalt, CO 81621
CARBONDALE:	Town of Carbondale c/o Town of Carbondale Manager 511 Colorado Avenue Carbondale, CO 81623
EAGLE COUNTY:	County of Eagle c/o Eagle County Manager P.O Box 850 Eagle, Colorado 81631
EOTC:	Elected Officials Transportation Committee c/o Regional Transportation Administrator 530 East Main St. Aspen, CO 81611

GLENWOOD SPRINGS:	City of Glenwood Springs c/o City of Glenwood Springs Manager 101 W 8th St. Glenwood Springs, 81601
PITKIN COUNTY:	County of Pitkin c/o Pitkin County Manager 530 East Main St. Aspen, CO 81611
RFTA:	The Roaring Fork Transportation Authority c/o Chief Executive Officer 2307 Wulfsohn Road Glenwood Springs, CO 81601
SNOWMASS VILLAGE:	Town of Snowmass Village c/o Snowmass Village Manager P.O. Box 5010 Snowmass Village, CO 81615

F. **Conformance with Laws**. Each party hereto agrees to abide by and to conform to all applicable laws of the federal government, the state, and any body corporate and politic having any jurisdiction over the subject matter of this MOU. Nothing in this section contained, however, shall require any party hereto to comply with any law, the validity or applicability of which shall be contested in good faith and by appropriate legal proceedings.

G. **Execution of Documents; Counterparts**. This MOU may be executed counterparts, which shall be regarded for all purposes as one original. Each party agrees that it will execute any and all deeds, instruments, documents, and resolutions or ordinances necessary to give effect to the terms of this MOU.

H. **Waiver**. No waiver by either party of any term or condition of this MOU shall be deemed or construed as any waiver of any other term or condition, nor shall a waiver of any breach be deemed to constitute a waiver of any subsequent breach, whether the same or of a different provision of this MOU. Nothing in this MOU shall be construed as a waiver of any defense or limitation available to either party through the Colorado Governmental Immunity Act (Colorado Revised Statutes § 24-10-101, *et.seq*., as amended).

I. **Enforcement**. Every obligation assumed by or imposed upon a party by this MOU shall be enforceable by the other Parties by appropriate action, suit, or proceeding at law or equity.

J. **Captions**. The captions of the paragraphs of this MOU are for convenience only and shall not be deemed to be relevant in resolving any question or interpretation or construction of any section of this MOU.

K. **TABOR Compliance**. Notwithstanding anything to the contrary contained in this MOU, neither Basalt nor RFTA shall have any obligations under this MOU, nor shall any payments be made in respect of any period after any December 31 of each calendar year during the term of this MOU, without an appropriation therefore by each party that is a public entity and governed by and, in compliance with the provisions of the Local Government Budget law (C.R.S. §29-1-101 *et seq.*), and the TABOR Amendment (Colorado Constitution, Article X, Sec. 20).

L. **Execution**. This MOU, including all Exhibits, constitutes the entire integrated and merged MOU among the Parties and incorporates all prior written or oral understandings and may be amended, supplemented or modified only by a written instrument duly executed by the Parties.

M. **Authorization**. Each party hereto warrants that the execution and performance of this Memorandum of Understanding has been duly authorized by members of each entity's governing body at a duly constituted meeting.

N. **Non-Waiver**. One or more waivers by any party of any provision, term, condition or covenant herein shall not be construed by any other party as a waiver of any subsequent breach by any other party.

O. **Conflict Resolution**. In the event of a conflict between the parties arising from the implementation or interpretation of this MOU, it is agreed that any party herein may call a formal meeting of the parties to attempt to resolve said conflict. Said meeting shall be called by providing ten (10) days written notice calling for enforcement of this paragraph.

IN WITNESS WHEREOF the Parties have caused this Memorandum of Understanding to be executed effective as of the January 1, 2023.

Town of Basalt:

BY: _____

Bill Kane, Mayor

ATTEST:

_____

Town of Carbondale:

BY: _____

Ben Bohmfalk, Mayor

ATTEST:

_____

County of Eagle:

BY: _____

Jeanne McQueen, Chair, Board of County Commissioners

ATTEST:

_____

Elected Officials Transportation Committee:

BY: _____

Davide Pesnichak, Regional Transportation Administrator

ATTEST:

_____

City of Glenwood Springs:

BY: _____

Jonathan Godes, Mayor

ATTEST:

_____

County of Pitkin:

BY: _____

Patti Clapper, Chair, Board of County Commissioners

ATTEST:

_____

Roaring Fork Transportation Authority:

BY: _____

Dan Blankenship, Chief Executive Officer

ATTEST:

_____

Town of Snowmass Village:

BY: _____

Bill Madsen, Mayor

ATTEST:

_____

EXHIBIT 1, Page 1

2023-2028 REGIONAL BIKESHARE CONCEPTUAL SCOPE OF WORK

Destination 2040 Implementation

Bikeshare expansion plans were developed with the input of local jurisdictions and were used to identify what expansion could be included in the D2040 implementation and what expansion could be implemented outside of D2040. The following expansion scenario includes a phasing plan that fits the objectives of the D2040 project description and provides some service expansion in the Town of Snowmass Village that will be funded outside of D2040. The "Destination 2040 Implementation + Enhanced Upper Valley Service" plan includes the following expansion:

- Aspen Area:
  - » City of Aspen: Phase 3 (projected for 2023) that could include 5 stations and be coordinated with Pitkin County to expand the existing service area to the Buttermilk, Burlingame, and ABC areas.
  - » Pitkin County: Phase 4 (scheduled for 2024) that could include 5 stations and be coordinated with the City of Aspen to expand the existing service area to the Buttermilk, Burlingame, and ABC areas.
- Snowmass Village:
  - » Phase 2 (projected for 2024) that could include a 5-station pilot in Downtown Snowmass Village and require the creation of a local operations center in the Town of Snowmass Village.
- Mid-Valley:
  - » Eagle County: Phase 3 (projected for 2023) that could include an additional 4 stations. This phase does not include any additional stations in the Town of Basalt or Pitkin County.
- Town of Carbondale:
  - » Opening Service (projected for 2023) that could include 15 stations. With the support of RFTA and the Town of Carbondale, WE-cycle will start planning for this system in 2022 with funding approved as part of the Interim Agreement and continue in early 2023 in anticipation of opening in the spring of 2023. WE-cycle may work with a to-be-formed Carbondale Bikeshare Working Group consisting of an elected official, a jurisdiction staff member, a RFTA staff member, a member of the Bike-Pedestrian Committee, and community members at-large including at least one Spanish-Speaker.
- City of Glenwood Springs:
  - » Opening Service (projected for 2024) that could include 16 stations. With the support of RFTA and the Town of Carbondale, WE-cycle will start planning for this system in late 2022 with funding approved as part of the interim agreement and will continue in 2023 in anticipation of opening in the spring of 2024. WE-cycle may work with a to-be-formed Glenwood Springs Bikeshare Working Group consisting of an elected official, a jurisdiction staff member, a RFTA staff member, a member of the Bike-Pedestrian or Transportation Committee, and community members at-large including at least one Spanish-Speaker.

Outside of Destination 2040

A regional system would bring first- and last-mile mobility and local circulation benefits to new communities and would enhance utility and ridership of the system in existing communities as users will be able to use bikeshare at either end of their trip. Destination 2040 will expand bikeshare service into the Lower Valley and there is room for service expansion in all communities outside of Destination 2040. Future service could also be considered in the Town of New Castle, but other first- and last-mile options may be more suitable given the densities, urban form, and availability of resources.

A reasonable level of future expansion was identified from the local jurisdiction bikeshare expansion plans to forecast expected system costs. This will need to be funded outside of D2040 and the "Outside of Destination 2040" plan includes the following potential expansion:

- Aspen Area:
  - » Additional stations in the City of Aspen or Pitkin County as part of development or inclusion in infrastructure projects. Seven (7) additional stations were included to represent this potential expansion.
- Snowmass Village:
  - » Town of Snowmass Village and Pitkin County: Phase 3 (scheduled for 2027) that could include an additional 9 stations including 8 stations in the Town of Snowmass Village and 1 station at the Brush Creek Intercept Lot in Pitkin County.
- Mid-Valley:
  - » Town of Basalt: Phase 3 (scheduled for 2025) that could include an additional 6 stations.
  - » Additional stations in the Town of Basalt, Eagle County, and/or Pitkin County as part of development or inclusion in infrastructure projects. Eleven additional stations were included to represent this potential expansion.
- Carbondale:
  - » Phase 2 (scheduled for 2025) that could include an additional 9 stations.
- Glenwood Springs:
  - » Phase 2 (scheduled for 2026) that could include an additional 12 stations and expand into new service areas on the north and west sides of the Colorado and Roaring Fork Rivers.
  - » Phase 3 (scheduled for 2028) that could include an additional 10 stations and expand the service area into West Glenwood Springs.
- New Castle:
  - » Opening Service (scheduled for 2027) that could include 16 stations including 15 stations in the Town of New Castle and 1 station in Garfield County.

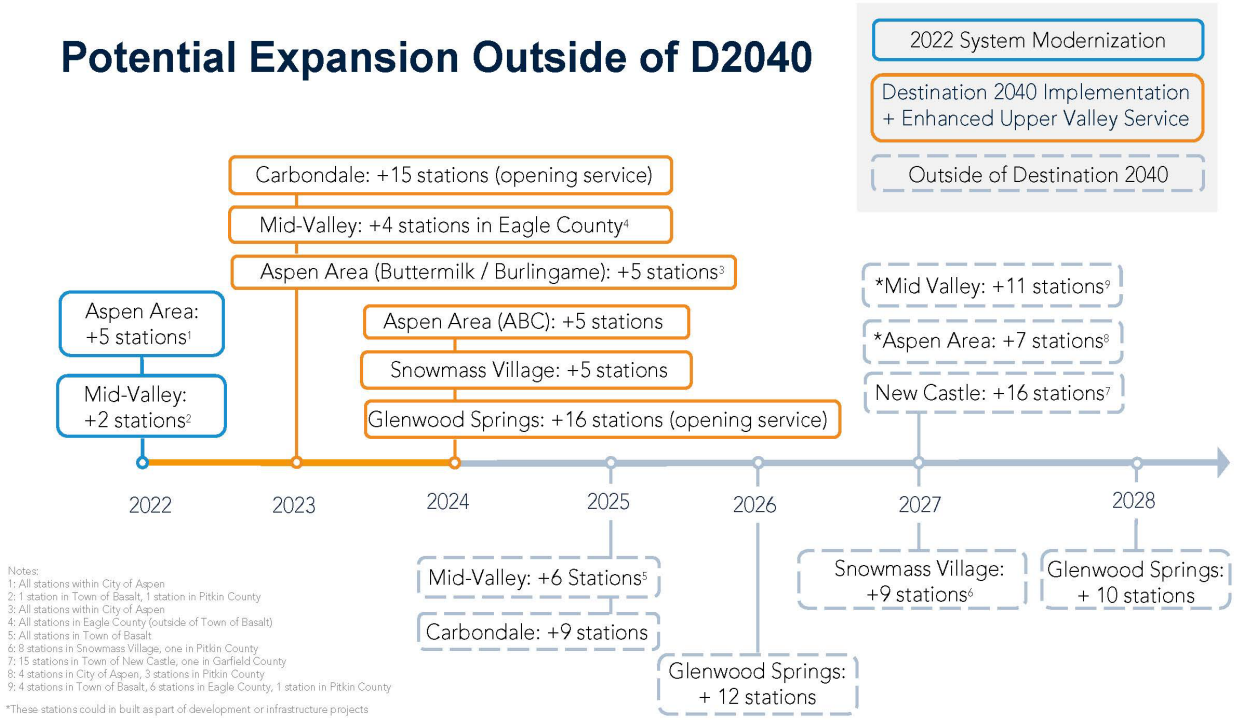

Potential Expansion Outside of D2040
2022 System Modernization
Destination 2040 Implementation + Enhanced Upper Valley Service
Outside of Destination 2040
Carbondale: +15 stations (opening service)
Mid-Valley: +4 stations in Eagle County4
Aspen Area (Buttermilk / Burlingame): +5 stations3
Aspen Area: +5 stations1
Mid-Valley: +2 stations2
Aspen Area (ABC): +5 stations
Snowmass Village: +5 stations
Glenwood Springs: +16 stations (opening service)
*Mid Valley: +11 stations9
*Aspen Area: +7 stations8
New Castle: +16 stations7
2022
2023
2024
2025
2026
2027
2028
Mid-Valley: +6 Stations5
Carbondale: +9 stations
Glenwood Springs: + 12 stations
Snowmass Village: +9 stations6
Glenwood Springs: + 10 stations
Notes:
1: All stations within City of Aspen
2: 1 station in Town of Basalt, 1 station in Pitkin County
3: All stations within City of Aspen
4: All stations in Eagle County (outside of Town of Basalt)
5: All stations in Town of Basalt
6: 8 stations in Snowmass Village, one in Pitkin County
7: 15 stations in Town of New Castle, one in Garfield County
8: 4 stations in City of Aspen, 3 stations in Pitkin County
9: 4 stations in Town of Basalt, 6 stations in Eagle County, 1 station in Pitkin County
*These stations could in built as part of development or infrastructure projects

EXHIBIT 2

Recommended Cooperative Responsibilities and Expectations of the Parties

- Jointly create a Regional Bikeshare Advisory Committee (similar to the Technical Advisory Committee on the Regional Bikeshare Plan) with staff representatives from RFTA, WE-cycle, and each participating local jurisdiction. The committee would discuss planning level issues and challenges and make recommendations to the RFTA and WE-cycle Boards for any changes to the program.
- Designate a bikeshare point of contact who is responsible for advocating for bikeshare and facilitating bikeshare processes and permitting and coordination within the local jurisdiction.
- Shepherd all bikeshare station siting and permitting through the local jurisdiction's approvals process.
- Make best efforts to site stations in the public right-of-way in safe, visible, and year-round locations.
- Assume any costs for site preparation (if necessary), e.g., concrete pad construction.
- Strive to find shop/office space for WE-cycle in local jurisdiction-owned buildings and provide rent at a reduced rate or at no charge.
- Continuing to lead planning efforts for bicycle infrastructure and safe route improvements to stations in the public right-of-way.
- Include WE-cycle as a regional transportation referral agency for regionally significant development and capital projects. WE-cycle and RFTA will coordinate responses and recommend where mitigation and impact fees related to bikeshare may be appropriate. However, it is recognized that RFTA (and WE-cycle) hold an advisory role on the development and capital project review process led by other jurisdictions.
- In advance of planning service expansion to a new local jurisdiction, the jurisdiction will sign the MOU and consider establishing a Bikeshare Working Group/Committee that includes an elected official, a jurisdiction staff member, a RFTA staff member, a member of the Bike-Ped Committee (or other related volunteer committee), and community members at-large including at least one Spanish-speaker. WE-cycle will lead and facilitate this group in supporting the planning and implementation of bikeshare in the particular jurisdiction.
- RFTA will retain ownership for all of the capital equipment purchased with its funds and establish an agreement for WE-cycle to operate this equipment. In contributing their local match for capital purchases, local jurisdictions will assign the ownership of their percentage of the assets to RFTA. The MOU will outline how equipment will be accounted for and reimbursement terms should the program close or if a participating jurisdiction decides to leave the program.

2023Regional Bikeshare Cost-Sharing Methodology Explanation

The Provider, in cooperation with RFTA and the participating jurisdictions, will establish the total 2023 Regional Bikeshare Operating budget as well as the discrete Planning, Startup Operations, Capital, Capital Replacement, and Startup Equipment budgets for each of the jurisdictions participating in the Bikeshare system.

Chart 1, below, demonstrates how the Regional Indirect Operating Cost will be allocated to each jurisdiction based on the percentage that each jurisdiction's stations represent of total regional stations. For 2023, RFTA's total Regional Indirect Operating Cost contribution is $543,980 (see Column J, below):

2023 Regional Bikeshare Cost-Sharing Methodology

	A	B	C	D	E	F	G	H	I	J
1	Stations	Aspen	Pitkin	Basalt	Eagle	Carbondale	Glenwood	Snowmass	Total	RFTA D2040 Indirect Operation Cost Contribution
a	Number	32	3	16	12	15	0	2	80	N/A
b	Percent of Total (Used to Allocate RFTA, WE-cycle, EOTC Indirect Operation Costs to Local Jurisdictions)	40%	4%	20%	15%	19%	0%	3%	100%	$ 543,980

1. **Chart 2**, below, reflects the available 2023 RFTA/WE-cycle/EOTC Regional Revenue that can be drawn upon to fund indirect Regional Operation Costs, Planning, Startup Operations, Capital, Capital Replacement, and Startup Equipment expenses. The manner in which this funding will be used in 2023 is described below:

   a. Line 2.a., below, reflects the amount of WE-cycle sponsorship revenue that will be allocated to each jurisdiction's Indirect Operating Cost based on the percentage that each jurisdiction's stations represent of total regional stations.
   b. Line 2.b., below, reflects the amount of EOTC grant revenue that will be allocated to each jurisdiction' Indirect Operating Cost based on the percentage that each jurisdiction's stations represent of total regional stations.
   c. Line 2.c., below, reflects the amount of the existing annual contribution that RFTA is making to WE-cycle that will be used to defray Indirect Operating Costs.
   d. Line 2.d., below reflects the estimated amount Destination 2040 funding designated for Operations funding that has accumulated since 2020. RFTA will draw from this revenue to defray Indirect Operating Costs, as well as System Planning and Startup Costs.
   e. Line 2.d., below, reflects the amount of accumulated Destination 2040 Plan Operation funding that was unspent in 2020, 2021, and 2022. This funding will be allocated to each community based on the percentage that each jurisdiction's stations represent of total regional stations.
   f. Line 2.e., RFTA FLMM Reserve Funding – None included at this time.
   g. Line 2.f. Other – None anticipated for 2023.
   h. Line 2.h., reflects the amount of remaining Destination 2040 Capital funding available in 2023. This revenue will be used to fund 80% of the discrete Capital and Capital Replacement costs for the jurisdictions. This funding will also be used to pay 100% of any Startup Equipment costs in 2023.

Chart 2

2	Chart of Available RFTA/WE-cycle/EOTC Regional Revenue Sources	2023
a	WE-cycle Sponsorship Revenue	$ 191,580
b	Elected Officials Transportation Committee (EOTC)	$ 103,000
c	Existing RFTA WE-cycle Funding Commitment	$ 195,700
d	Accumulated 2020/2021/2022 Destination 2040 Fundign Designated for Operations	$ 1,265,495
e	RFTA FLMM Reserve Funding	$ -
f	Other	$ -
g	Subtotal Available RFTA Regional Revenue Sources	**$ 1,903,096**
h	Destination 2040 Capital (Less 2021/2022 Expenditures)	$ 1,144,520
i	**Total Available RFTA/WE-cycle/EOTC Regional Funding Sources**	**$ 3,342,196**

2. **Chart 3,** below, using Aspen as an example, reflects the manner in which Indirect Regional Bikeshare Operation, Capital, Capital Replacement and Startup Equipment, costs will be allocated to the jurisdictions, as follows:

   a. Expenditure line items are found in Column A.
   b. The RFTA, WE-cycle, and EOTC shares of annual Indirect Regional Operation Costs in Columns B, E, and D are determined by the percentage that each jurisdiction's stations represent of total regional stations (Column I).
   c. RFTA's existing contribution to WE-cycle, found in Column C, is derived by subtracting all of the other Indirect and Direct Local Operating Costs from the total Operating Cost amount for each jurisdiction's bikeshare system, as established by the Roaring Fork Valley Bikeshare Plan.
   d. The Local share of each jurisdictions annual Direct Local Operation Costs is 100%
   e. The cost-sharing ratio for Planning costs is 100% - RFTA.
   f. The cost-sharing ratio for Operation Startup Costs is 100% - RFTA
   g. The cost-sharing ratio for Capital and Capital Replacement costs is 80% - RFTA and 20% - Local
   h. The cost-sharing ratio for Startup costs is 100% - RFTA

Chart 3

	A	B	C	D	E	F	G Local/Total 29%	H	I	J
3	**Aspen Bikeshare System**	RFTA Indirect Operation	RFTA Existing WE-cycle Funding Commitment	Net RFTA Share	WE-cycle	EOTC	Direct Local Operation / Capital / Capital Replacement	Total	Percent of Total Regional Operations Costs	Variance to Station %
a	Aspen Operations	$ 217,592	$ 78,280	$ 295,872	$ 76,632	$ 41,200	$ 168,495	$ 582,199	**40%**	**0%**
b	Aspen Capital		$ -	$ 181,600	$ -	$ -	$ 45,400	$ 227,000		
c	Aspen Capital Replacement		$ -	$ 28,800	$ -	$ -	$ 36,000	$ 64,800		
d	Aspen Startup Equipment		$ -	$ 117,000	$ -	$ -	$ -	$ 117,000		
e	**Total Aspen**	**$ 217,592**	**$ 78,280**	**$ 623,272**	**$ 76,632**	**$ 41,200**	**$ 249,895**	**$ 990,999**		

EXHIBIT 4, PAGE 1

Presented below is the methodology used to allocated costs to Aspen, Pitkin County, Basalt, Eagle County, Carbondale, Glenwood Springs, and Snowmass Village utilizing the same formats as presented Exhibit 3, above.

2023 Regional Bikeshare Cost-Sharing Methodology

	A	B	C	D	E	F	G	H	I	J
1	**Stations**	**Aspen**	**Pitkin**	**Basalt**	**Eagle**	**Carbondale**	**Glenwood**	**Snowmass**	**Total**	**RFTA D2040 Indirect Operation Cost Contribution**
a	**Number**	**32**	**3**	**16**	**12**	**15**	**0**	**2**	**80**	**N/A**
b	**Percent of Total (Used to Allocate RFTA,** WE-cycle, EOTC Indirect Operation Costs **to Local Jurisdictions)**	**40%**	**4%**	**20%**	**15%**	**19%**	**0%**	**3%**	**100%**	**$ 543,980**

2	**Chart of Available RFTA/WE-cycle/EOTC Regional Revenue Sources**	**2023**
a	WE-cycle Sponsorship Revenue	$ 191,580
b	Elected Officials Transportation Committee (EOTC)	$ 103,000
c	Existing RFTA WE-cycle Funding Commitment	$ 195,700
d	Accumulated 2020/2021/2022 Destination 2040 Fundign Designated for Operations	$ 1,265,495
e	RFTA FLMM Reserve Funding	$ -
f	Other	$ -
g	Subtotal Available RFTA Regional Revenue Sources	**$ 1,903,096**
h	Destination 2040 Capital (Less 2021/2022 Expenditures)	$ 1,144,520
i	**Total Available RFTA/WE-cycle/EOTC Regional Funding Sources**	**$ 3,342,196**

	A	B	C	D	E	F	G Local/Total 29%	H	I	J
3	**Aspen Bikeshare System**	**RFTA Indirect Operation**	**RFTA Existing WE-cycle Funding Commitment**	**Net RFTA Share**	**WE-cycle**	**EOTC**	**Direct Local Operation / Capital / Capital Replacement**	**Total**	**Percent of Total Regional Operations Costs**	**Variance to Station %**
a	Aspen Operations	$ 217,592	$ 78,280	$ 295,872	$ 76,632	$ 41,200	$ 168,495	$ 582,199	**40%**	**0%**
b	Aspen Capital		$ -	$ 181,600	$ -	$ -	$ 45,400	$ 227,000		
c	Aspen Capital Replacement		$ -	$ 28,800	$ -	$ -	$ 36,000	$ 64,800		
d	Aspen Startup Equipment		$ -	$ 117,000	$ -	$ -	$ -	$ 117,000		
e	**Total Aspen**	**$ 217,592**	**$ 78,280**	**$ 623,272**	**$ 76,632**	**$ 41,200**	**$ 249,895**	**$ 990,999**		

	A	B	C	D	E	F	G Local/Total 26%	H	I	J
4	**Pitkin County Bikeshare System**	**RFTA Indirect Operation**	**RFTA Existing WE-cycle Funding Commitment**	**Net RFTA Share**	**WE-cycle**	**EOTC**	**Direct Local Operation / Capital / Capital Replacement**	**Total**	**Percent of Total Regional Operations Costs**	**Variance to Station %**
a	Pitkin County Operations	$ 20,399	$ 7,339	$ 27,738	$ 7,184	$ 3,863	$ 13,580	$ 52,365	**4%**	**0%**
b	Pitkin County Capital Replacement		$ -	$ 2,000			$ 2,500	$ 4,500		
c	**Total Pitkin County**	**$ 20,399**	**$ 7,339**	**$ 29,738**	**$ 7,184.25**	**$ 3,863**	**$ 16,080**	**$ 56,865**		

	A	B	C	D	E	F	G Local/Total 26%	H	I	J
5	**Basalt Bikeshare System**	**RFTA Indirect Operation**	**RFTA Existing WE-cycle Funding Commitment**	**Net RFTA Share**	**WE-cycle**	**EOTC**	**Local Operation / Capital / Capital Replacement**	**Total**	**Percent of Total Regional Operations Costs**	**Variance to Station %**
a	Basalt Operations	$ 108,796	$ 39,140	$ 147,936	$ 38,316	$ 20,600	$ 72,427	$ 279,279	**19%**	**-1%**
b	Basalt Capital Replacement		$ -	$ 16,800			$ 4,200	$ 21,000		
c	**Total Basalt**	**$ 108,796**	**$ 39,140**	**$ 164,736**	**$ 38,316**	**$ 20,600**	**$ 76,627**	**$ 300,279**		

	A	B	C	D	E	F	G Local/Total 22%	H	I	J
6	**Eagle County Bikeshare System**	**RFTA Indirect Operation**	**RFTA Existing WE-cycle Funding Commitment**	**Net RFTA Share**	**WE-cycle**	**EOTC**	**Local Operation / Capital / Capital Replacement**	**Total**	**Percent of Total Regional Operations Costs**	**Variance to Station %**
a	Eagle County	$ 81,597	$ 29,355	$ 110,952	$ 28,737	$ 15,450	$ 43,791	$ 198,930	**14%**	**-1%**
b	Eagle County Capital	$ 144,000	$ -	$ 144,000	$ -	$ -	$ 36,000	$ 180,000		
c	Eagle County Capital Replacement	$ 8,000	$ -	$ 8,000	$ -	$ -	$ 2,000	$ 10,000		
d	Eagle County Startup Equipment	$ 7,000	$ -	$ 7,000	$ -	$ -	$ -	$ 7,000		
e	**Total Eagle County**	**$ 240,597**	**$ 29,355**	**$ 269,952**	**$ 28,737**	**$ 15,450**	**$ 81,791**	**$ 395,930**		

	A	B	C	D	E	F	G Local/Total 39%	H	I	J
7	**Carbondale Bikeshare System**	RFTA Indirect Operation	RFTA Existing WE-cycle Funding Commitment	Net RFTA Share	WE-cycle	EOTC	Local Operation / Capital / Capital Replacement	Total	Percent of Total Regional Operations Costs	Variance to Station %
a	Carbondale Operations	$ 101,996	$ 36,693	$ 138,689	$ 35,921	$ 19,313	$ 125,885	$ 319,808	**22%**	**3%**
b	Carbondale Planning		$ -	$ 11,000	$ -	$ -	$ -	$ 11,000		
c	Carbondale Startup Operations			$ 91,000				$ 91,000		
d	Carbondale Capital		$ -	$ 492,000	$ -	$ -	$ 123,000	$ 615,000		
e	Carbondale Startup Equipment		$ -	$ 97,000	$ -	$ -	$ -	$ 97,000		
f	**Total Carbondale**	**$ 101,996**	**$ 36,693**	**$ 829,689**	**$ 35,921**	**$ 19,313**	**$ 248,885**	**$ 1,133,808**		

	A	B	C	D	E	F	G Local/Total 0%	H	I	J
8	**Glenwood Springs Bikeshare System**	RFTA Indirect Operation	RFTA Existing WE-cycle Funding Commitment	Net RFTA Share	WE-cycle	EOTC	Local Operation / Capital / Capital Replacement	Total	Percent of Total Regional Operations Costs	Variance to Station %
a	Glenwood Springs Operations	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**0%**	**0%**
b	Glenwood Springs Planning	$ 60,000		$ 60,000	$ -	$ -	$ -	$ 60,000		
c	Glenwood Springs Capital	$ -	$ -	$ -	$ -	$ -	$ -	$ -		
d	**Total Glenwood Springs**	**$ 60,000**	**$ -**	**$ 60,000**	**$ -**	**$ -**	**$ -**	**$ 60,000**		

	A	B	C	D	E	F	G Local/Total 34%	H	I	J
9	**Snowmass Village Bikeshare System**	RFTA Indirect Operation	RFTA Existing WE-cycle Funding Commitment	Net RFTA Share	WE-cycle	EOTC	Local Operation / Capital / Capital Replacement	Total	Percent of Total Regional Operations Costs	Variance to Station %
a	Snowmass Village Operations	$ 13,600	$ 4,893	$ 18,493	$ 4,790	$ 2,575	$ 13,147	$ 39,004	**3%**	**0%**
b	Snowmass Village Planning			$ 30,000				$ 30,000		
c	Snowmass Village Capital Replacement		$ -	$ 2,800	$ -	$ -	$ 3,500	$ 6,300		
d	**Total Snowmass Village**	**$ 13,600**	**$ 4,893**	**$ 51,293**	**$ 4,790**	**$ 2,575**	**$ 16,647**	**$ 75,304**		

EXHIBIT 5

2023 Consolidated Bikeshare Operations and Capital Financing Plan with RFTA, WE-cycle, EOTC, and Local Sources of Revenue

	A	B	C	D	E	F	G	H	I	J
10	2023 Total Bikeshare Operatations Funding - All Sources	RFTA Indirect Operation	RFTA Existing WE-cycle Funding Commitment	Net RFTA Share	WE-cycle	EOTC	Local 30% Local Operation	Total	Percent of Total Regional Operations Costs	Variance to Station %
a	Total 2023 Bikeshare Operations Funding	$ 543,980	$ 195,700	$ 739,680	$ 191,580	$ 103,000	$ 437,325	$ 1,471,585	100%	0%
b	Total 2023 Bikeshare Planning Funding		$ -	$ 101,000	$ -	$ -	$ -	$ 101,000		
c	Bikeshare Startup Operations	$ -		$ 91,000				$ 91,000		
d	Subtotal Operating	$ 543,980	$ 195,700	$ 931,680	$ 191,580	$ 103,000	$ 437,325	$ 1,663,585		

11	2023 RFTA Destination 2040 Sources of Operating Revenue	RFTA	Beginning 2023	Expended 2023	Remainder
a	2023 Destination 2040 Operations Funding	N/A	$ 637,601	$ (637,601)	$ -
	RFTA Existing WE-cycle Funding Comitment	N/A	$ 195,700	$ (195,700)	$ -
b	2020/2021 Destination 2040 Unspent Operations Funding	N/A	$ 1,265,495	$ (98,379)	$ 1,167,116
c	Total Destination 2040 Operating Funding	N/A	$ 2,098,796	$ (931,680)	$ 1,167,116

12	2023 Bikeshare Capital Funding - All Sources	RFTA Capital	RFTA Incr/Decr	Net RFTA Share	WE-cycle	EOTC	Local 19% Local Capital	Total
a	Total 2023 Bikeshare Capital	$ 817,600	$ -	$ 817,600	$ -	$ -	$ 204,400	$ 1,022,000
b	Total 2023 Bikeshare Capital Replacement	$ 58,400	$ -	$ 58,400	$ -	$ -	$ 48,200	$ 106,600
c	Total 2023 Bikeshare Startup Equipment	$ 221,000	$ -	$ 221,000	$ -	$ -	$ -	$ 221,000
d	Total 2023 Bikeshare Costs	$ 1,097,000	$ -	$ 1,097,000	$ -	$ -	$ 252,600	$ 1,349,600

13	2023 RFTA Destination 2040 Sources of Capital Revenue		Beginning 2023	Expended 2023	Remainder
a	2023 Destination 2040 Capital Funding	N/A	$ 1,144,520	$ (1,097,000)	$ 47,520

Chart C: 2023 Combined Bikeshare Operations and Capital Financing Plan

14	Total 2023 Bikeshare Operations and Capital Funding	RFTA	RFTA Existing WE-cycle Funding Commitment	Net RFTA Share	WE-cycle	EOTC	Local	Total
a	Total 2023 Bikeshare Operations Funding	$ 543,980	$ 195,700	$ 739,680	$ 191,580	$ 103,000	$ 437,325	$ 1,471,585
b	Total 2023 Bikeshare Planning Funding	$ 101,000	$ -	$ 101,000	$ -	$ -	$ -	$ 101,000
c	Total 2023 Bikeshare Startup Operations	$ 91,000		$ 91,000	$ -	$ -	$ -	$ 91,000
d	Total 2023 Bikeshare Capital	$ 817,600	$ -	$ 817,600	$ -	$ -	$ 204,400	$ 1,022,000
e	Total 2023 Bikeshare Capital Replacement	$ 58,400	$ -	$ 58,400	$ -	$ -	$ 48,200	$ 106,600
f	Total 2023 Bikeshare Startup Equipment	$ 221,000	$ -	$ 221,000	$ -	$ -	$ -	$ 221,000
g	Total 2023 Bikeshare Costs	$ 1,832,980	$ 195,700	$ 2,028,680	$ 191,580	$ 103,000	$ 689,925	$ 3,013,185
h	Percentage Shares of Total Regional Bikeshare Operations Costs	N/A	N/A	50%	13%	7%	30%	100%
	Check Totals	$ 1,832,980	$ 195,700	$ 2,028,680	$ 191,580	$ 103,000	$ 689,925	$ 3,013,185
	Variance	$ -	$ -	$ -	$ -	$ -	$ -	$ -

EXHIBIT 6

Monthly Reports

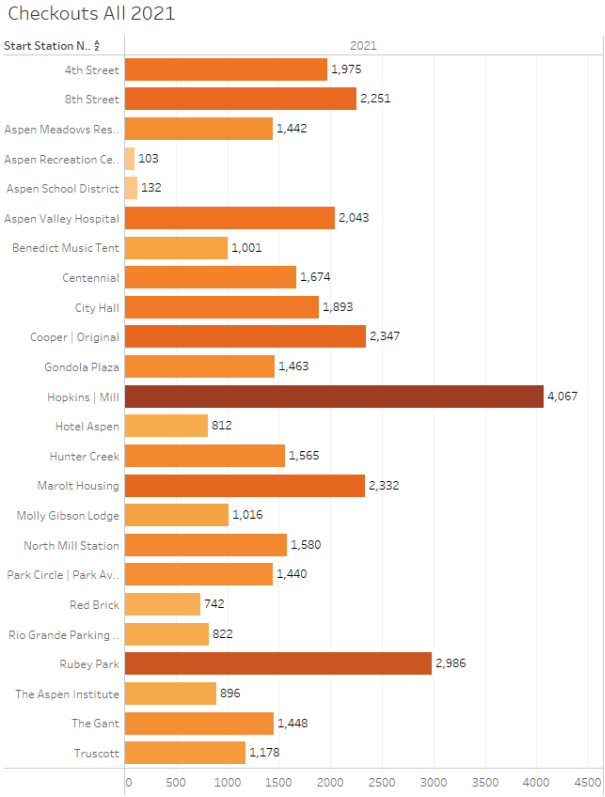
WE-cycle will deliver monthly Level of Service Reports to the RFTA CEO, CFAO, and COO, on the 15th of every month for the preceding month's service.

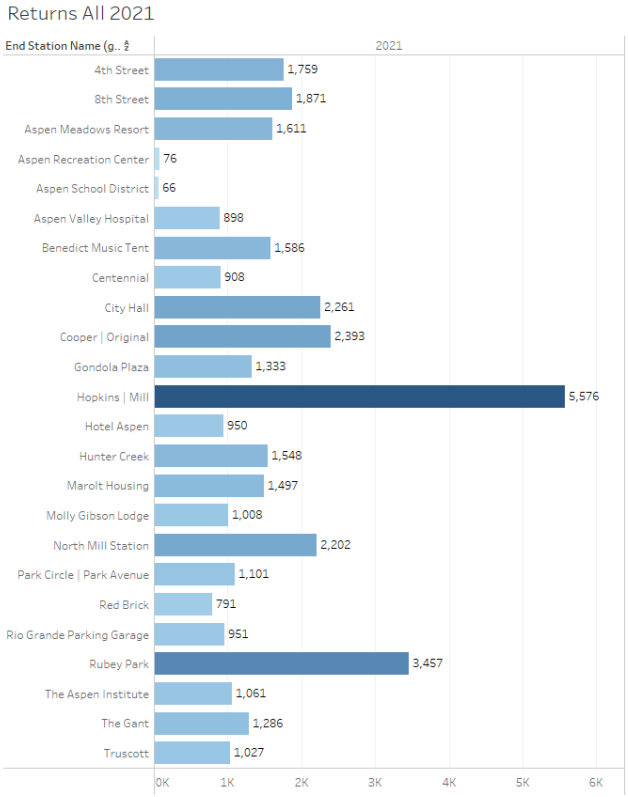
Regional Bikeshare Monthly Metrics Report

	Month / Year - Example			
System Basics	Aspen	Basalt	Snowmass	System-Wide
Number of Stations				
Number of Docks				
Daily Average - Total Bikes in Service				
Daily Average - Pedal Bikes in Service				
Daily Average - E-Bikes in Service				
Ridership				
Total Rides				
Total Pedal Bike Rides				
Total E-bike Rides				
Unique Riders				
New Rider Signups				
Average ride duration, minutes				
Busiest day, date				
Average Ride Distance, miles				
Estimated total distance traveled , miles				
% of trips in free ride period				
Estimated carbon offset by riders				
Operations				
Total Bike Repairs Completed				
Number of Bikes Rebalanced				
Rebalancing - Hours Worked by Staff				
Station Batteries Replaced				
Bike & Dock Unavailability				
Stations Full, Core Balancing Hours (8AM - 8PM)				
Stations Empty, Core Balancing Hours (8AM - 8PM)				
Stations Full, Overnight Hours (8PM - 8AM)				
Stations Empty, Overnight Hours (8PM - 8AM)				
Station with most frequent bike availability shortages				
Safety				
Rider accidents reported				
Instances of equipment damage				
Staff injuries reported				

STATION USAGE

Charts with each station's number of checkouts and returns, broken down by service area - Aspen, Mid-Valley, Snowmass Village.
Example below:

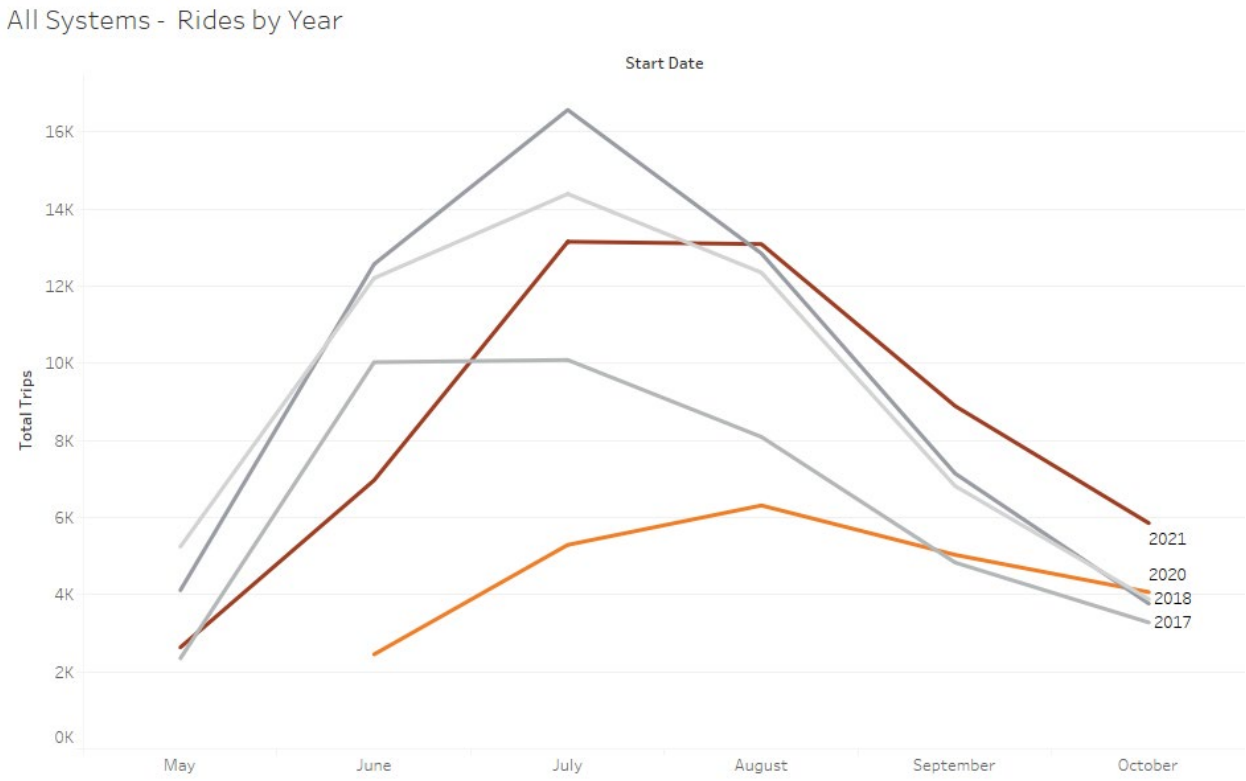




Station Notes:

RIDERSHIP TRENDS AND OBSERVATIONS

Charts with monthly ridership by service area and regionally as well as year over year comparisons.
Example below:



Ridership Notes:

SERVICE EXPECTATIONS

All service expectations are detailed below. Any exception to service levels, below or above these expectations, will be noted.

S.E.1 - System Offering

Description: Each system has a contracted size and scope of service as outlined below:

- Aspen - X stations, X pedal bikes, X e-bikes
- Basalt - X stations, X bikes, X e-bikes
- Snowmass Village - X stations, X bikes

Monthly Exceptions: None

S.E.2 - Bicycle Availability and Routine Maintenance

Description: No less than 90% of bikes will be available for use at any given time. Bike inspections, including routine maintenance and cleaning, will be performed on all bikes at the more frequent of 100 miles of ridership or 15 hours of ride time.

Monthly Exceptions: None

S.E.3 - Bicycle Repairs

Description: Any bike requiring repairs will be removed from service immediately upon discovery. Bikes will be repaired and re-deployed as soon as possible, but no later than 2 weeks from the initial notice of the bike issue. Any bike frame needing to be decommissioned due to severe damage will be noted in the monthly report.

Monthly Exceptions: None

S.E.4 - Station Maintenance and Repairs

Description: Preventative maintenance and detailed cleaning will be performed on a monthly basis for all stations. Following notification of station defects, repairs will be completed in the following manner:

- Defects impacting the usability of the entire station will be addressed as soon as staff are notified, with notice posted to riders as soon as possible if resolution is not immediately possible.
- Defective individual docking points will be covered and made inaccessible to riders the same day that notice is received. Repairs will be completed within one week of discovery.

Monthly Exceptions: None

S.E.5 - Website and Mobile Application Functionality

Description: Functionality issues with the website and/or mobile application will be addressed immediately upon notice. If there is an impact to riders, they will be notified through social media and/or email communications.

Monthly Exceptions: None

S.E.6 - Rider Safety

Description: Incident reports will be created for all reported rider incidents and will be available for review, upon request. In the event of an emergency or 911 reported incident, WE-cycle will notify the RFTA CEO within 24 hours by calling 970-319-8560 and e-mailing dblankenship@rfta.com.

Monthly Exceptions: None

S.E.7 - Sustainability

Description: All stations are 100% solar powered. All rebalancing and maintenance will be done with electric vehicles and electric bikes.

Monthly Exceptions: None

S.E.8 - Equity

Description: Provide bilingual (English and Spanish) communication, customer support, materials, and outreach/programming.

Monthly Exceptions: None

S.E.9 - Customer Support

Description: WE-cycle will provide customer support 7-days a week from 9am-5pm. All customer support inquiries will be responded to as soon as possible, but no later than 24 hours after the request is received.

Customer Support - Calls			
Numbers and Extensions	**Calls**	**Voicemails**	**Common Reasons for Call**
1 - Sign up & Account Support			
2 - Bike Support			
3 - Sponsorship and Other			
704 - Movimiento en Bici			
Totals			
Customer Support - Website Submissions			
Selected Field	**# of Submissions**		**Common Reasons for Submission**
Feedback for the Team			
Report a Problem			
Problems with my WE-cycle account			
Suggest a Station Location			
Other			