

## EMPLOYEE BIKE FLEETS: TEN KEY QUESTIONS

1. Is there support from leaders in the organization and staff for shared bicycles?
2. Why do employees need bicycles?
  - ·· Bicycles can perform work more efficiently than other modes
  - ·· The organization may benefit financially by implementing a fleet
  - ·· Staff will appreciate and value bicycles.
  - ·· To promote environmentally friendly transport
3. What will be the likely trip purpose with bikes given the travel needs of the employees?
  - ·· work duties
  - ·· commutes between home and work
  - ·· errands (off work hours)
  - ·· recreational trips during work breaks or off work hours
4. Who will use the bikes?
  - ·· employees
  - ·· employee family members
  - ·· volunteers
  - ·· others
5. Where will users ride?
  - ·· Within Federal land boundaries, Outside of Federal land boundaries
  - ·· On pavement or dirt trails/roads, steep or mild slopes, etc..
6. How will liability and risk be managed?
7. Who will be responsible for managing and maintaining the bikes?
8. How will the organization benefit directly and indirectly from a bike fleet?
9. What are the funding sources for bikes and bike maintenance?
10. Program details:
  - ·· How many bikes are needed?
  - ·· What type of bikes do employees want or need?
  - ·· Where will bikes be stored?