

Space Allocation Request 101: Library Alternative Transportation Locker

Space Allocation Request Basics

Request Name: Library Alternative Transportation Locker

Contact Name(s): Leah Choi

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Contact Phone: 707-826-4462

Division Submitting Request: Academic Affairs

MBU: University Library

Department Name: Library Instruction - Research Services

Department ID: D20184

Nature of Request:

Requesting additional or alternate square footage without a specific room/space/location already identified, but with several options identified subject to PD&C consultation and approval.

Is this change expected to be temporary?: No

Preferred Move-in Date: 7/1/2025

Type of Space Needed

Faculty, staff, and student staff in the Cal Poly Humboldt (CPH) Library currently have no secure, covered shelter to safely store their bicycles and small low- or human-powered vehicles (small alternative vehicles, SAV) while they work. We have identified several potential spaces around the library for an Alternative Transportation Locker (ATL). We are open to another space on campus if it fits with the needs of a secure shelter. The ATL would require a small, weather-resistant enclosed building/shed/cage, lock (card dip), security cameras, security lights, bicycle racks, and open space for SAVs.

The space for the ATL can be determined based on the location best determined with PD&C. Many vendors offer scalable solutions, like the Dero Cycle Station 2, with a minimum footprint of 8'x12', or a variety of pre-fabricated sizes, like the Duo-Gard Cambridge Bike Shelter, with a minimum footprint of 10'x12' and the Duo-Gard Sentry Bike Shelter, with a minimum footprint of 12'x18'.

Space Allocation Request Details

Alignment with University Principles

1. How does this request support Cal Poly Humboldt's Strategic Plan?

2: Community Collaboration & Shared Success,

3: Employee Engagement & Success,

4: Future Proofing Cal Poly Humboldt,

5: Resources Stewardship & Sustainability,

6: Student Experience & Success

2. How does this request support each of the goals selected above?

B. Community Collaboration & Shared Success

F. Student Experience & Success

Academic Affairs Division Priorities and Outcomes (AADPO) 1, 2, 6

We have many student staff who work in the Library building, who would be able to utilize this ATL. The Library is open as early as 7:30am and as late as 11:00pm, and a facility to store their SAV would provide a sense of security that would minimize anxiety or stress about finding a place to park, concerns about theft, or weather-related issues that could negatively impact their commute or finances.

The ATL also has the potential for new student internship/employment opportunities to help design, develop, and maintain the facility. This introduces a real-world and hands-on opportunity for students to work on a sustainable design and development project, thus better-preparing them for the workforce with skills and experience.

C. Employee Engagement & Success

AADPO 1, 2, 3, 4, 6

We also have many non-student faculty and staff who work in the Library building, who would be able to utilize this ATL. A facility to store their SAV would provide a sense of security that would minimize anxiety or stress about finding a place to park, concerns about theft, or weather-related issues that could negatively impact their commute or finances. This facility would demonstrate institutional support for diverse faculty and staff needs and promote health work-life balance with the encouragement of alternative forms of transportation.

As this project has been proposed several times in the past, the development of this facility would also demonstrate success in collaborative participation for campus improvement through transparent decision-making processes, and ultimately support retention and positive work culture. In addition, prospective faculty and staff would see this facility as a clear representation of institutional support of faculty/staff, and the sustainability goals of the CPH Strategic Goals in action.

D. Future Proofing HSU

AADPO 2, 4, 5

The development of the proposed ATL aligns with the Strategic Goals to “build culture of continuous improvement” and “nurture a culture of innovation” with a focus on our collective future, in particular with the lenses of sustainability and innovation (HSU, 2020a, p. 14). There is already a need for an ATL for the Library building, but the Strategic Goals to “increase the recruitment, matriculation, retention, and graduation of students” will increase that need (CPH Division of Academic Affairs, 2022, p. 6). A larger student population will not be well supported with our current resources and infrastructure. More faculty, staff, and student staff will need to be recruited and hired to support those students, and with them, comes the need for various transportation accommodations, including SAVs.

E. Resources Stewardship & Sustainability

AADPO 3, 4, 5

The proposed ATL is guided with a focus on sustainability, accessibility, and safety, and therefore our intention is to develop a facility that is the least disruptive and most conducive to our current built environment. In thinking about sustainability, we are also considering locations that could additionally replace grass lawn areas (to reduce water and resources consumption) with a low-impact solution in the form of an ATL. The development of the ATL as a low-resource intensity project is in line with many of our students’ desires for an sustainable, socially and environmentally responsible campus.

We are intentionally flexible in our proposal for the ATL as we want to ensure its success. We have scouted potential locations around the library but are open to adapting our proposal to other suggestions from Facilities Planning, Design, and Construction that may be better suited to this project.

3. How does this request support, sustain, or enhance current initiatives with proven patterns of success?

-A similar HEIF/SHIFT bicycle shelter project is currently moving forward with a location on the east side of SBS (K. Banducci, personal communication, October 30, 2024).

-In 2021, the university partnered with the City of Arcata to launch the Humboldt Bike-Share service (Humboldt Now, 2021).

-In 2019, the university was recognized as a Bronze Bicycle Friendly Business (Humboldt Now, 2019).

-In 2016, the student-run Bicycle Learning Center was reopened due to student advocacy and interest (Humboldt Now, 2016)

Collective Impact:

The Library is currently working towards an SLI Sustainable Libraries Initiative Certification and in doing so is looking to work on Section M: Transportation Management - M.4: Bicycle racks & loan program. This section includes transportation management benchmarks to assist library staff in becoming both more eco-literate and stepping into a leadership role on this topic on campus, and providing bicycle racks for students or working with a local organization to create a bike loan program.

By implementing the ATL, we will be able to model the prioritization of sustainable transportation and practices in a highly visible way. We will also be able to demonstrate the valuing of faculty, staff, and student staff by being responsive to their needs. Participating students will also be

better equipped for the workforce by utilizing this project as a hands-on learning opportunity, demonstrating sustainable and creative engineering/infrastructure building practices for low-impact projects.

Overall, the use of this space could support campus strategic plans for sustainability, alternative transportation goals for campus/community and specifically Library sustainability certification elements.

Needs Analysis

The Library is open as early as 7:30 AM and as late as 11:00 PM, year-round. We have a demonstrated need for a secured, covered alternative transportation locker for those who do not/can not/choose not to drive to work. Transportation plans also dictate that the campus needs to encourage alternative transportation overall.

The Library serves everyone on campus, and had over 237,800 patrons in the 2022-2023 academic year (CPH Library, 2023). The bicycle racks previously located outside of the Library were the main lock spots for many students, staff, and faculty prior to their removal when the library was renovated for retrofitting in 2019. Without them, we have a limited number of lock spots to serve the many people who utilize the Library, including the faculty, staff, and student staff who work in the library.

In addition, it is our understanding that the Smith Group's campus plans included the removal of the faculty/staff parking lot next to the library in favor of developing another building. This, along with the Strategic Goal of ambitious student growth, will certainly exacerbate the current parking situation. This is an opportunity to support current and future infrastructure needs by both encouraging alternative transportation usage and providing a stable, secure, and sheltered facility for locking up bicycles and other small devices such as velomobiles and recumbent bicycles.

Data:

A brief survey, open for a week, resulted in 16 affirmative responses out of 30 respondents (CPH Library, 2024).

1 respondent stated that they would use the ATL daily.

2 respondents stated that they would use the ATL a few times a week.

13 respondents stated that they would use the ATL occasionally.

While not all personnel responded to this survey, this is an indicator that the ATL would be utilized but does not require a large number of spaces for bicycles and other SAV. The ATL would not be as large as the one that is being developed for the SHIFT project and therefore requires less space and funding.

A Few Testimonials:

"I've had my bike stolen three times on campus." – indicates need for secure shelter

"I don't ride a bike to campus, but if I did, I would use it." – indicates positive response to alternative transportation if an ATL was available

"I want to purchase and use an eBike to commute to work, but I'm concerned about it being stolen or getting wet when it rains." – indicates positive response to alternative transportation if an ATL was available

"Since I have started working at Cal Poly Humboldt, commuting by bike has been a wonderful way to start and end every work day. However, I never park my bike on campus because I know it would be stolen. I ride to the Newman Center, a mile away from campus, and walk the rest of the way. - A staff member of the Library"

Funding

1. **Has funding been identified?**

No

2. **If funding has been identified, do you have an estimated cost?**

3. **If a chartfield has been identified, please provide.**

4. **Have you consulted with Planning, Design and Construction Unit?**

Yes

Additional Relevant Information not Previously Addressed

Funding proposals are contingent on an estimate from, and discussion with, PD&C. We anticipate a fundraising campaign if the project estimate is up to \$30,000. Any higher and we will be seeking a donation (with a naming opportunity for \$100,000+) or grant.

Do you have additional information pertaining to your request that has not been previously addressed?

https://drive.google.com/open?id=1Q9uR4NdEvjwEBYNP_Ohv-mbnQORHjHP

Would you like a colleague or colleagues to be provided a copy of your space request? If so, please provide their email address below.

Morgan.Barker@humboldt.edu

Cyril.Oberlander@humboldt.edu

Bernard.Fosnaugh@humboldt.edu

Library Alternative Transportation Locker

Proposal

RECENT HISTORY

Use had been previously established for staff, faculty and student assistants of the Library as a place to lock bikes, scooters and other alternative transportation safely, while working. During the seismic retrofitting of the Library in 2019 the bicycle racks that used to be located at the Library were removed (CPH Facilities Management, n.d.). As of March 2024 this was approved by the Dean of the Library, Parking Services, and the former Police Chief had signed off.

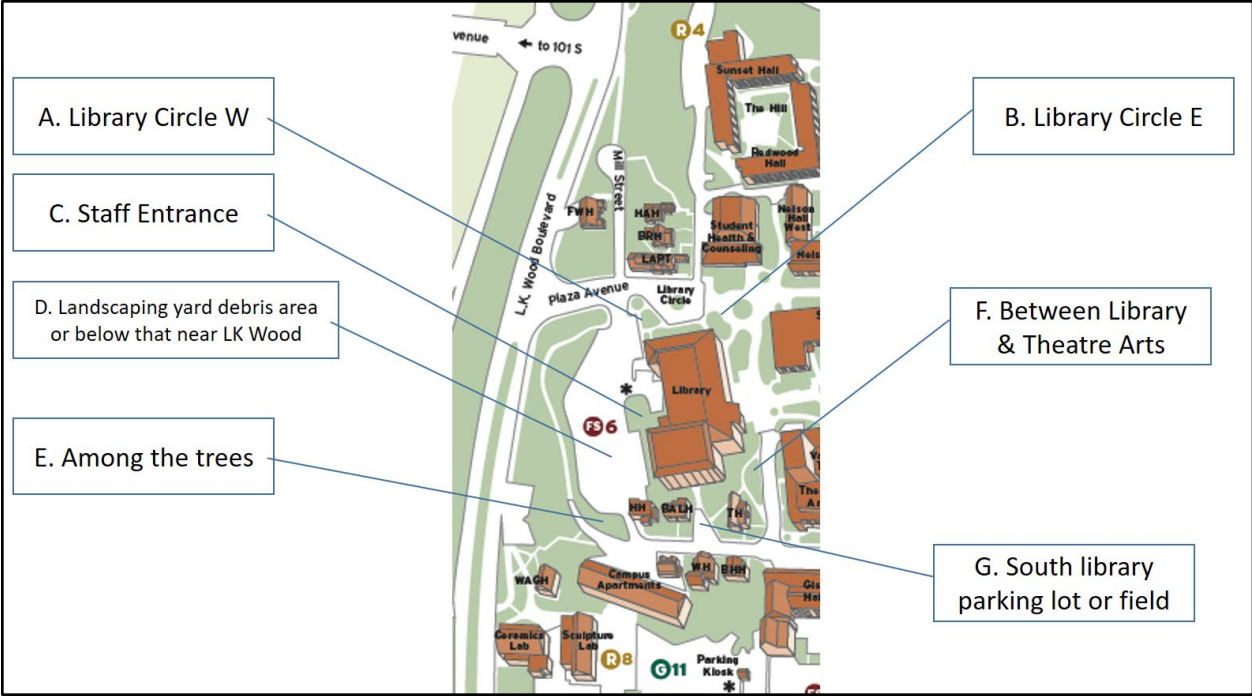
This project was previously proposed for a fenced space below the library. It was determined through an independent review by PD&C and a prior assessment by Facilities that this is a “service space for the building and given the request for alternate transportation storage and the scale of the devices...[the] space itself would have limited capacity and could pose safety issues with pedestrian traffic along primary paths of egress to the building” (K. Banducci, personal communication, October 30, 2024). This space request has been modified with this feedback and several alternative locations have been proposed.

A similar [HEIF/SHIFT bicycle shelter project](#) is currently moving forward with a location on the east side of SBS (K. Banducci, personal communication, October 30, 2024). This demonstrates an alignment with campus needs as that proposal was developed and supported by students. Our plan proposes a parallel project that supports faculty, staff, and student staff on campus, and in particular, the Library.




POTENTIAL LOCATIONS

Seven potential locations have been identified. All proposed locations are very close to the street, minimizing bike traffic on campus non-biking pathways.

Proposed Location	Positive	Negatives
A. Library Circle W	Ideal for visibility & proximity to bus line	
B. Library Circle E	Ideal for visibility & proximity to bus line	
C. Staff Entrance	Building nearby for camera & lights	A bit hidden
D. Landscaping yard...	Lots of space, seems to be only used for holding yard debris, little used.	A bit hidden
E. Among trees	Cool if it fits	Need a pedestrian crosswalk there, regardless of bike park, and may be too close to College apts.
F. Library & Theatre Arts	Great location, highly visible, building nearby for camera and lights if needed	
G. South library parking or field	Great location	



Proposed Location	Images
A. Library Circle W	
B. Library Circle E	

<p>C. Staff Entrance</p>	
<p>D. Landscaping yard...</p>	<p>Not shown, plenty of space and some paved already.</p>
<p>E. Among trees</p>	
<p>F. Library & Theatre Arts</p>	

G. South library parking or field



EQUIPMENT

The ATL could be designed as a small enclosed building with a card dip lock, solar-powered security cameras and lighting, and a few traditional bike racks for bicycles and leaving some open space for other forms of small transportation like velomobiles and recumbent bicycles. It could also be more forward-thinking with vertical bicycle racks and an eBike charging station.

Necessary

- Small, weather-resistant enclosed building/shed/cage
- Card dip lock
- Solar security cameras and lighting
- Open space for other small transportation vehicles like velomobiles and recumbent bicycles
- Bicycle racks

Options

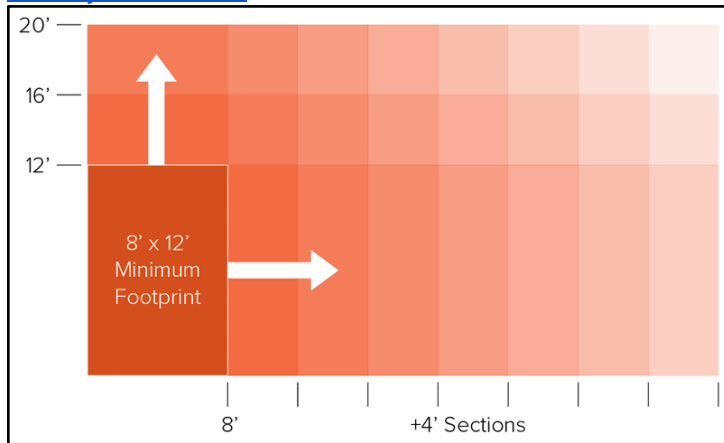
- Traditional racks
 - Existing racks?
 - Wave Rack - 2- " heavy - duty galvanized steel
 - Capacity for 3, 5, 7, 9, 11, 13, or 15 bikes
 - [9 Bike](#) \$670
 - [13 Bike](#) \$1,005
 - Double-Sided Galvanized Circular Bike Rack
 - Capacity for 6 or 12 bikes
 - [12 Bike](#) \$634
 - Single-Sided Grid Bike Rack
 - Capacity for 5 or 9 bikes
 - [9 Bike](#) \$473
 - Double-Sided Grid Bike Rack
 - Capacity for 10 or 18 bikes
 - [10 Bike](#) \$360
- Space-efficient racks
 - [Ultra Space Saver Squared Bike Rack](#)
 - [9 Bike Wall Mounted Bike Rack - Galvanized](#) \$2,224
 - [DoubleUp - Single Sided Free-Standing Vertical Bike Rack](#)
 - Capacity for 4, 6, 8 or 10 bicycles with a 2-½" wide tire
 - 10 bike with locking bar \$2,140
 - [DoubleUp - Double Sided Free-Standing Vertical Bike Rack](#)
 - Capacity for 8, 12, 16, or 20 bicycles with up to a 2-½" wide tire
 - 16 bike with locking bar \$3,229

- Charging & Parking
 - What is being proposed for the new student housing development?
 - [Saris Infrastructure eBike Charging Station](#) \$1500
 - [BeamBike Charging Station for 12eBikes](#)
 - [Bikeep Smart Stations and Smart Charging](#)

SPACE REQUIREMENTS

- The space for the ATL can determined based on the location best determined with PD&C. Many vendors offer scalable solutions, like the [Dero Cycle Station 2](#), with a minimum footprint of 8'x12', or a variety of pre-fabricated sizes, like the [Duo-Gard Cambridge Bike Shelter](#), with a minimum footprint of 10'x12' and the [Duo-Gard Sentry Bike Shelter](#), with a minimum footprint of 12'x18'.

[Dero Cycle Station 2](#)



[Duo-Gard Cambridge Bike Shelter](#)

Cambridge Model	Vertical bike parking	Vertical & dual height	Dual height (14"
Size			
12' x 10'	12	N / A	14
12' x 20'	24	N / A	32
12' x 30'	36	N / A	48
12' x 40'	48	N / A	60
16' x 10'	N / A	20	N / A
16' x 20'	N / A	42	N / A
16' x 30'	N / A	64	N / A
16' x 40'	N / A	86	N / A
20' x 10'	N / A	N / A	28
20' x 20'	N / A	N / A	64
20' x 30'	N / A	N / A	96
20' x 40'	N / A	N / A	120

[Duo-Gard Sentry Bike Shelter](#)

SIZE AND CAPACITY

(Based on standard U style rack)

18" Rack Space

12' x 18'	22 Bikes
12' x 24'	28 Bikes
12' x 36'	44 Bikes
12' x 48'	56 Bikes

30" Rack Space

12' x 24'	28 Bikes
12' x 36'	44 Bikes
12' x 48'	56 Bikes
12' x 24'	28 Bikes
12' x 36'	44 Bikes
12' x 48'	56 Bikes
12' x 24'	28 Bikes
12' x 36'	44 Bikes

36" Rack Space

12' x 24'	28 Bikes
12' x 36'	44 Bikes
12' x 48'	56 Bikes
12' x 24'	28 Bikes
12' x 36'	44 Bikes
12' x 48'	56 Bikes
12' x 24'	28 Bikes
12' x 36'	44 Bikes