



City of Fort Lauderdale Dockless Mobility Permit Application

The City of Fort Lauderdale Dockless Mobility Permit Program seeks to regulate and permit dockless mobility options, including conventional bikes, e-bikes, and e-scooters. This mobility option will help better connect neighbors and visitors of Fort Lauderdale to their communities and transit options. The Permit Program will permit up to 4 total operators in the city.

Section 1: General Information

Operator Information	
Operator Name	
Contact Name	
Mailing Address	
Phone Number	
Email Address	
Website	

Type of Application		
New	Renewal	Amendment

Local Operations Contact Information	
Direct Contact Name	
Mailing Address	
Phone Number (Direct Line)	
Email Address	

Fleet Request Summary	
Convention Bicycles	
E-Bikes	
Scooters	



Permit Program Acknowledgement

I acknowledge that this application is complete and includes all required information.

Print Name: _____

Signature: _____

Date: _____





Section 2: Permit Program Specific Regulations

For each item listed below, provide a response in table form explaining how your application complies. If attachments are to be utilized, number each attachment and refer to each by its number.

General Regulations:

GR1 All bicycles utilized under this program shall conform with the standards defined by Code of Federal Regulations (CFR) under Title 16, Chapter II, Subchapter C, Part 1512 – Requirements for Bicycles, the safety standards outlined in ISO 43.150 – Cycles, subsection 4210, and Florida Statutes Section 316.2065.

GR2 All Dockless Mobility Units utilized shall comply with the lighting standards set forth by Florida Statutes Section 316.2065(7) which requires a reflective front white light visible from a distance of at least 500 feet and a reflective rear red light visible from a distance of at least 600 feet.

GR3 All Dockless Mobility Units utilized shall include easily accessible and identifiable language that clearly directs users to customer support mechanisms, including not limited to a customer service phone number, websites, and applications.

GR4 Dockless Electric Bicycles (e-bikes) utilized under this program shall meet the National Highway Traffic Safety Administrations (NHTSA) definition of low-speed electric bicycles; and shall be subject to the same requirements as ordinary bicycles (described above) and with Florida Statutes Chapter 316.003(2) which defines bicycles. This means, among other requirements, that electric bicycles shall have fully operable pedals, an electric motor of less than 750 watts, and a top motor-powered speed of less than 20 miles per hour when operated by a rider weighing 170 pounds.

GR5 Dockless Scooters must have a top motor-powered speed of less than 15 miles per hour.

GR6 All Dockless Mobility Units utilized shall include an easily accessible and legible unique identifier that is clearly displayed and visible to the user of the bicycle.

GR7 All Dockless Mobility Units utilized shall be equipped with GPS, cell phone, or a comparable technology for the purpose of tracking.





GR8 Advertising and signage on Dockless Mobility Units must comply with Section 27-256(3). As a condition of approval, the applicant must agree and acknowledge that all signs on Dockless Mobility Units are subject to the provisions of this division that supersede the provisions of section 47-22 of the Unified Land Development Regulations ("ULDR") however, where not in conflict with the provisions of this division, the provisions of section 47-22 shall apply. Further, the Operator agrees to give the Department, and the Department for Sustainable Design (DSD), final approval of the specifications for any signs displayed, and such approved specifications shall be included in the permit and license agreement required under section 27-258 between the Operator and the City.

GR9 All Dockless Mobility Units utilized must include a kickstand capable of keeping the Dockless Mobility Units upright when not in use.

Parking and Right-of-Way:

PRW1 Use of public sidewalks for parking Dockless Mobility Units must not:

1. Adversely affect the streets or sidewalks
2. Inhibit pedestrian movement
3. Inhibit the ingress and egress of vehicles parked on- or off-street
4. Create conditions which are a threat to public safety and security
5. Prevent a minimum four (4) foot pedestrian clear path.

PRW2 Dockless Mobility Units shall be parked in a way that maintains unimpeded access to existing docked bikeshare stations.

PRW3 Dockless Mobility Units shall not be parked within the following areas: loading zone, handicap accessible parking zone or other facilities specifically designated for handicap accessibility, on-street parking spots, street furniture, curb ramps, business or residential entryways, driveways, travel lanes, bicycle lanes, parklets or within 15 feet of a fire hydrant.

PRW3 Dockless Mobility Units shall not be parked in a manner that in any way violates Americans with Disabilities Act (ADA) accessibility requirements.

PRW4 Dockless Mobility Units shall be parked upright at all times.



PRW5 The City Manager, at their discretion, may create geofenced areas where Dockless Mobility Units shall not be parked. An Operator must have the technology available to operate these requirements upon request.

PRW6 The City Manager, at their discretion, may create designated parking zones (i.e., bike corrals) in certain areas where Dockless Mobility Units shall be parked.

PRW7 Dockless Mobility Units parked in one location for more than four consecutive days without moving may be removed by the municipality at the expense of the Operator.

PRW8 Dockless Mobility Programs that utilize equipment capable of being locked directly to a bicycle rack shall not rely solely on publicly-placed bicycle racks for their operation.

Maintenance, Operations, and Fleet Size:

MOFS1 Operators must comply with Florida Statutes Section 316.2065(15) which prohibits the rental of bicycles to persons under 16 years of age without also providing or requiring the use of a helmet. Operators must also apply these regulations to the rental of Dockless Scooters.

MOFS2 Operators participating in the Program must rebalance Dockless Mobility Units daily based on use within each service area as defined by the Permit Application.

MOFS3 Dockless Mobility Units that are inoperable/damaged or do not comply with other subsections of this code must be removed within 2 hours upon receipt of the complaint between the hours of 7 AM and 7 PM, 7 days per week and within 12 hours upon receipt of the complaint on holidays. An inoperable or damaged Dockless Bicycle, Dockless Electric Bicycle, and/or Dockless Scooter is one that has non-functioning features (i.e., gear selectors, pedals, bell, lights, etc.) or is missing components (i.e., fenders, grips, chain guards, etc.) as applicable to that vehicle. Operators who do not abide by this requirement are subject to the fines set forth by Section 27-XXX of this Division.

MOFS4 The City Manager, at their discretion and without notice, reserves the right to remove Dockless Mobility Units from the right-of-way if an emergency arises. In such instances, the City will attempt to notify the Operator as soon as reasonably practicable thereafter.





MOFS5 Operators must detail a plan to relocate the Dockless Mobility Units to a safe, indoor facility within 24 hours in the result of a declared tropical weather event (tropical storm or hurricane watch or warning, whichever comes first). The plan must detail the amount of time it will take to remove all Dockless Mobility Units from circulation once a storm watch or warning has been established.

MOFS6 The Operator's smartphone application and website must inform users of how to safely and legally ride a bicycle as defined by Florida Statute 316.2065, including the rights and duties of cyclists riding on sidewalks or in streets. For the purposes of this Division, these duties shall also apply to users of Dockless Scooters.

MOFS7 The Operator's mobile application must inform users of helmet laws and encourage the use of helmets for those over 16 years of age.

MOFS8 The Operator's phone application must clearly direct users to customer support mechanisms, including but not limited to phone numbers or websites.

MOFS9 The Operator must provide a staffed, toll-free Customer Service line which must provide support 24 hours per day, 365 days per year.

MOFS10 The Operator must provide a direct customer service or operations staff contact to Department staff.

MOFS11 Operators may request an initial fleet of not less than 100 and not more than 500 Dockless Mobility Units. Operators may request additional increases to their initially permitted fleet in increments of 50. Each request shall include a rationale and analysis to justify the additional fleet size. Operators may request an increase to their initial fleet of up to 250 dockless mobility units 30 days after initial permitting. Each request shall include a rationale and analysis to justify the additional fleet size. Authorization of additional units is at the sole discretion of the City Manager.

MOFS12 The City Manager, at their discretion, reserves the right to cap the total number of Dockless Mobility Units permitted to operate within City limits.

Equity:

E1 Operators shall provide the pricing structure prior to start of service. Any changes in pricing structure shall be provided to the City in writing at least two weeks before the changes go into effect. Operators must receive approval in writing by the Director before enforcing modified pricing structures.





E2 Operators must provide details on how users can utilize the service without a smartphone.

E3 Operators must provide service in all service areas as identified by the Permit Application. This includes rebalancing Dockless Bicycle, Dockless Electric Bicycle, and/or Dockless Scooter as needed in order to maintain a reasonable level of convenience in renting a Dockless Bicycle, Dockless Electric Bicycle, and/or Dockless Scooter.

Data Sharing:

D1 All permitted Operators shall provide the City of Fort Lauderdale with the following data on a monthly basis in PDF format:

- Number of Dockless Mobility Units in circulation;
- Number of daily, weekly, and monthly riders;
- Total number of miles traveled by users (daily, monthly, quarterly, annually) broken down by Dockless Bicycle, Dockless Electric Bicycle, and/or Dockless Scooter;
- Average time each Dockless Mobility Units spends available (not in use);
- Number of rides per user per day;
- Number of rides per Dockless Bicycle, Dockless Electric Bicycle, and/or Dockless Scooter per day
- Duration of rides per rider per day as well as rides per Dockless Bicycle, Dockless Electric Bicycle, and/or Dockless Scooter per day;
- Average duration of ride per day of the week;
- Monthly summary of Dockless Bicycle, Dockless Electric Bicycle, and/or Dockless Scooter distribution and GPS-based natural movement in heat map format;
- Summary of fleet numbers lost to theft/vandalism;
- Summary of customer comments/complaints, resolution to, and time it took to resolve each complain.
- Summary of repairs per Dockless Bicycle, Dockless Electric Bicycle, and/or Dockless Scooter per month;

D2 All permitted Operators shall provide the City of Fort Lauderdale with the following data on a quarterly basis in ESRI ArcGIS .shp format, or other format specified in the Permit:

Field Name	Format	Description
Operator Name	[Operator Name]	n/a





Type of vehicle	"Standard Bicycle" or "Electric Bicycle" or "Scooter"	n/a
Trip record number	xxx0001, xxx0002, ...	3-letter Operator acronym + consecutive trip #
Trip duration	MM:SS	n/a
Trip distance	Feet	n/a
Start date	MM,DD,YYYY	n/a
Start time	HH:MM:SS (00:00:00- 23:59:59)	n/a
End date	MM,DD,YYYY	n/a
End time	HH:MM:SS (00:00:00- 23:59:59)	n/a
Start location	lat,long	n/a
End Location	lat,long	n/a
ID number	xxxx1, xxxx2,	Unique identifier for each bicycle, e-bike, or scooter
User Home Zip Code	33301 (example)	Home zip code of user (can be credit card- based)

D3 All permitted Operators shall distribute a six month and one-year customer satisfaction survey, the summary and raw results of which shall be provided to the Department.

D4 All permitted operators shall provide real-time or semi-real-time Dockless Bicycle, Dockless Electric Bicycle, and/or Dockless Scooter location data via a publicly accessible API in General Bikeshare Feed Specification (GBFS) format per North American Bikeshare Association (NABSA) guidelines. The City reserves the right to post this information through a publicly available portal.





Section 3: Fees, Penalty and Insurance

Fee Schedule:

Provide an acknowledgement of the fee schedule as provided below. Fees and bonds are due upon sufficiency of your application and prior to issuance of a permit.

Fee Schedule	
Fee Type	Fee
Initial Permit Filing Fee	\$150
Annual Permit Renewal Fee	\$100
Annual Fee (per unit)	\$10
Performance Bond (per unit)	\$80
<i>Note: Performance Bond is a maximum of \$10,000 per provider.</i>	

Insurance Requirements:

Provide an explanation of how you comply with the insurance requirements set forth by the City of Fort Lauderdale Dockless Mobility Ordinance. Should your application be found sufficient, proof of all required insurance is required prior to issuance of a permit and upon each renewal thereafter.

Penalty:

Provide an acknowledgement of the following penalties:

Penalty Schedule	
Bicycle Relocation Fee	\$75
Bicycle Storage Fee	\$50 per day
Full Permit Revocation if a permittee does not respond to violations of this permit in a timely manner or if 15 unaddressed violations occur within a 30-day period or if a permittee is found to have submitted inaccurate data.	





Section 4: Additional Attachments

Provide the following additional attachments:

AA1: Provide screenshots of your mobile application demonstrating how mobility units are located and unlocked, how reports of improperly parked or damaged mobility units may be reported, and how safe, legal behavior is encouraged.

AA2: Provide an explanation of how positive behaviors (helmet use, proper parking) may be incentivized as applicable.

AA3: Provide a plan for educating users on proper parking in compliance with the permit program.

AA4: Images and specifications of the mobility units to be utilized.

AA5: Images and specifications of any bicycle parking to be installed, if applicable.

AA6: Plan for providing an equitable dockless mobility program, including the provision of mobility units in low-income neighborhoods and how your service may be utilized by unbanked users.

AA7: Plan to serve both the central core and the barrier island of Fort Lauderdale, including priority service areas and connectivity to existing transit services.

AA8: Provide a summary of your rebalancing policy, including staffing and vehicles.

AA9 Provide an example of a monthly usage report.

