

TFC's PKQ Bicycle Enclosure Storage Area FAQs

Q: Can I lend my access key to a friend?

A: No. Only the registered state employee assigned the key can use it to gain access to the bicycle enclosure area.

Q: Do I get a reserved bicycle space?

A: All bicycle spaces are first come, first served.

Q: How much does it cost to store my bicycle in the state-owned bicycle storage facility?

A: There is no cost to the state employee utilizing the bicycle enclosure facility at this time, provided all the rules are followed.

Q: I own several bikes, so can I park more than one with my registration?

A: You can only park one bicycle at a time. However, to utilize multiple bicycles, you must complete and submit a separate Application and Registration Form for each bicycle that you wish to utilize.

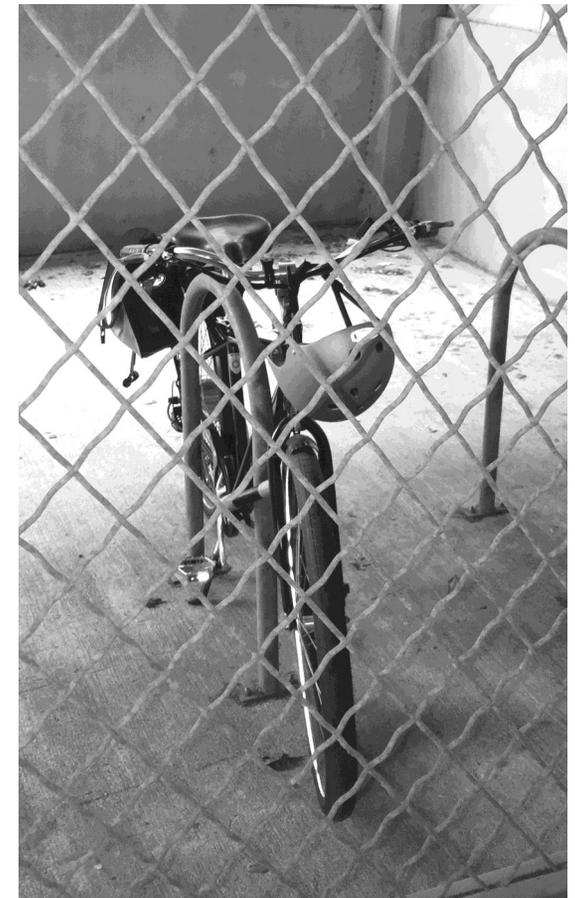


TEXAS FACILITIES COMMISSION

TFC Risk Management
1711 San Jacinto
Suite 100
Austin, Texas 78701
Phone: (512)-463-1668
riskmanagement@tfc.state.tx.us

TEXAS FACILITIES COMMISSION

State Parking Garage Q Secure Bicycle Parking Area



TFC Secure Bicycle Parking Area in Garage Q

The Texas Facilities Commission supports cycling as a form of transportation and recreation and encourages the safe and responsible operation of bicycles in the Texas Capitol Complex.

In an effort to protect pedestrians, cyclists, and property, the Texas Facilities Commission has developed a secure enclosed cage facility for parking bicycles in the Texas Capitol Complex.

This benefit is provided at “no cost” to state employees while at work.

The bike cage area is not intended to be utilized for long term storage, so please refrain from leaving your bike or bike related gear in the cage area for an extended time period.

All registration shall be processed during regular business hours.



Secured Bicycle Parking Area in Garage Q

How to Sign-up Online

State employees wishing to utilize the bicycle parking area are to complete a Secured Bicycle Parking Application and Agreement and submit it to TFC Risk Management via e-mail.

riskmanagement@tfc.state.tx.us

Enrollment Process

TFC Risk Management will pre-enroll applicants information and prepare the key for issuance.

Applicants will be notified via e-mail to proceed to the TFC Risk Management office to sign for the PKQ bike storage key.

Bicycle Applicants must utilize a personal cable and padlock/lock at all times.

For security reasons, all registered bicycle users must utilize their own personal cable and padlocks/locks to secure their bicycle while utilizing the Secured Bicycle Parking area.



A secured bicycle in the bike parking area



Online Application Checklist

Review Secured Bicycle Parking Application and Agreement and verify that you have:

- Completed ALL the Contact and Identification Information. (No spaces should be left blank).
- Bicycle Registration contains the Make, Model, Color, and Serial Number of the bicycle.
- Contains your signature and date on the BACK page that list the Bicycle Parking Rights and Responsibilities.
- Keep a copy for your records.
- Proceed to the TFC Risk Management office only after receiving an e-mail notification to sign for the PKQ bike storage key.