

**DATE:** June 29, 2022

**TO:** Bicycle/Pedestrian Advisory Committee

**FROM:** John Lang, Economic Vitality Manager

**SUBJECT:** **Personal Delivery Device Pilot Program Update**

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**PURPOSE**

The purpose of this memo is to provide the Bicycle/Pedestrian Advisory Committee with an update on the Personal Delivery Device Pilot Program and discuss potential program augmentations.

**BACKGROUND**

The Personal Delivery Device (PDD) Pilot Program was created in 2018 in response to the City being approached by PDD companies wishing to operate within the City’s jurisdiction and not having policies to regulate the use of PDDs in the public right-of-way. A pilot program was approved by City Council (Attachment 1—City Council Report, February 27, 2018). The pilot program provides guidelines and approval process, including operational and insurance requirements for companies interested in operating in Mountain View. One company—Google—participated in the PDD Pilot Program. They partnered with the Mountain View Public Library to operate a “Book Bot” PDD. The program allowed Library patrons to return Library materials via the PDDs, and the program ran for three months, from March 2019 through June 2019.

In March 2020, the COVID-19 global pandemic began, and businesses had to change their regular operations. The City Council directed staff to implement programs to support small businesses impacted by COVID-19. The PDD Pilot Program emerged as a method to support essential businesses and allow the public to stay at home. The City Council approved continuation of the PDD Pilot Program (Attachment 2—City Council Report, May 5, 2020) with Starship Technologies as a participating company. Starship Technologies is and continues to operate within the greater downtown—West Evelyn Avenue to the north, Calderon Avenue to the west, El Camino Real to the south, and Shoreline Boulevard to the east. They are partnering with 10 downtown businesses to provide deliveries. The program is still in operation.

## **ANALYSIS**

Based on the interactions with the two companies and newer companies interested in participating in the pilot program, staff is developing new program considerations to encourage economic development and keep pedestrians and other sidewalk users safe. The Downtown Committee and Bicycle/Pedestrian Advisory Committee are part of this discussion because the pilot program falls under the general functions of both advisory bodies. At the June 7, 2022 Downtown Committee meeting, the Committee had a preliminary discussion about the pilot program and potential considerations, including the ability to operate the program beyond downtown. The Committee asked for additional information about the number of reported incidents involving PDDs at the next meeting. Table 1 provides an overview of the current program with new program considerations.

**Table 1. Mountain View Current and Proposed PDD Pilot**

	<b><u>Current Program</u></b>	<b><u>New Program Considerations</u></b>
Company Requirements	<ul style="list-style-type: none"> <li>• No more than three PDD companies can participate.</li> <li>• No more than 10 devices operations at one time per company.</li> </ul>	<ul style="list-style-type: none"> <li>• Maintain a local office/operation in Mountain View.</li> </ul>
Device Operations	<ul style="list-style-type: none"> <li>• Gross weight of less than 100 pounds, excluding cargo.</li> <li>• Human handler with the PDD the first six months.</li> <li>• Contact information required (website address and contact information).</li> </ul>	<ul style="list-style-type: none"> <li>• Local contact information listed on each device.</li> </ul>
Data Requirements	<ul style="list-style-type: none"> <li>• Documentation of incidents involving an injury to an individual/animal.</li> </ul>	<ul style="list-style-type: none"> <li>• Add performance measures, including number of deliveries, miles travelled, and time of day completed by each PDD, interactions with the public, estimate of CO<sub>2</sub> emissions reduced from deliveries, heat map of frequent routes.</li> </ul>

<u>Current Program</u>		<u>New Program Considerations</u>
		<ul style="list-style-type: none"> <li>• Provide a report every quarter and quarterly check-in with City staff.</li> <li>• Document all public inquiries.</li> </ul>
Safety Requirements	<ul style="list-style-type: none"> <li>• Not unreasonably interfere with pedestrians or traffic.</li> <li>• Yield to pedestrians, including people on stakes, skateboards, and bicyclists.</li> </ul>	<ul style="list-style-type: none"> <li>• Minimize stopping on a curb ramp or in front of pedestrian push buttons.</li> </ul>
Additional Items		<ul style="list-style-type: none"> <li>• Add clarifying language on what types of public rights-of-way PDDS are not allowed on, including public trails.</li> <li>• Align with other City policies.</li> </ul>

**NEXT STEPS**

After discussing the pilot program with the Downtown Committee and Bicycle/Pedestrian Advisory Committee, staff will continue to work with Public Works Department to ensure the pilot program provides the balance between economic development initiatives and pedestrian safety. Staff will return to both committees with proposed changes for review and City Council consideration in fall 2022.

JL/TC/4/CDD  
819-06-29-22M

- Attachments: 1. [City Council Report, February 27, 2018](#)  
2. [City Council Report, May 5, 2020](#)