



# 121 E. GRAND

## Preliminary Transportation Demand Management Plan (Transportation Action Plan)



A Transportation Demand  
Management Company

June 2, 2022

# 121 E. Grand Ave

## South San Francisco

### Final Transportation Demand Management Plan (Trip Reduction Plan)



*CAL*Green

*Prepared for:*

Phase 3 Real Estate Partners

*Prepared by:*



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June 2, 2022

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## **ATTACHMENTS**

Nearby Amenities

Numerical Citations in CCAG Background TDM Checklist Worksheets

## **TDM SPECIALISTS, INC. QUALIFICATIONS**

## TDM EXECUTIVE SUMMARY

This Transportation Demand Management TDM Plan (herein known as the TDM Plan) for the site at 121 E. Grand Avenue (Project) provides a viable and dynamic program to support a 45 percent alternative transportation mode-use rate. The TDM Plan meets the requirements put forward to the City of South San Francisco (City). This TDM Plan is consistent with the City of South San Francisco's TDM Ordinance and trip reduction guidelines provided by the City/County Association of Governments (C/CAG) of San Mateo County. The C/CAG guidelines "...identify strategies to respond to future transportation needs, develop procedures to alleviate and control congestion, and promote countywide solutions." The project understands that the efficacy of this TDM Plan is paramount, and the mechanisms in the TDM Plan will bind both the project and future tenants. Three (3) factors set the proposed TDM Plan apart from typical TDM Plans:

- **Employee Transit Subsidies/Amenities:** The TDM Plan will include the infrastructure, programs, and monitoring system to meet the City's requirements. In addition to the conventional TDM measures, the TDM Plan will consist of transit subsidies, guaranteed ride home, preferential carpool parking, bike parking, telework options, and annual online surveys. Highlights of the TDM Plan also include:
  - Last-mile shuttle program (operated by Commute.org)
  - Direct access to South San Francisco Caltrain Station
  - On-site amenities include a public restaurant, gym, etc.
  - A real-time transportation information kiosk/screen
- **Enforcement Mechanisms:**
  - Obligate Tenants to Perform: Language codified into the tenant leases will obligate future tenant(s) to achieve trip reduction goals and offer employee commuter benefits, such as transit subsidies and participate in annual surveys.
  - Surveys: Online employee surveys will identify transportation mode use and track trip reduction goals.
  - Triennial driveway hose counts: The project will undertake a study to identify the number of peak-hour and daily trips taken during a typical week every three years.
  - City Penalty Structure: The City may assess penalties at their discretion. Financial penalties would be the direct responsibility of the project. The conditions of approval for the project may provide a financial penalty structure in the event of failure to perform or deliver annual reporting.
- **Ongoing Role for TDM Consultant:** The TDM Consultant who prepared the TDM Plan will coordinate with the project's Property Management team. Ongoing Commuter Concierge responsibilities will include:

- Pre-occupancy engagement with tenants to transition drive-alone commuters to alternative transportation options before tenants move to the site
- New employee (all personnel) orientation to alternative transportation options
- Quarterly on-site promotions and events for all employees that highlight public transit, pedestrian and biking, and carpooling transit options and rewards
- Support tenants with their Employee Wellness/Health/Commuter Transportation Fair/Earth Day/Bike to Work Day/Spare the Air events and promotions
- Support tenants with coordination and formation of vanpools
- Robust surveys of tenants and their staff to ensure compliance
- Report TDM performance to the City.

The Project TDM Plan's measures below achieve a 45 percent alternative transportation mode-use rate. These measures are consistent with other very well-performing TDM Plans and trip-reduction programs in South San Francisco, Foster City, Mountain View, Palo Alto, and other San Francisco Bay Area locations

The following outline provides a summary of the applicant's TDM Plan for the project:

## **TDM INFRASTRUCTURE, PHYSICAL MEASURES, AND MONITORING**

### ***Installation and Built Environment (obligates the applicant to provide)***

- Infill development
- Transit-oriented design
- Building design
- Shuttle loading zone
- Long-term bike parking (Class I)
- Short-term bike parking (Class II)
- Enhanced bike parking facilities
- Bicycle path development
- Fix-it bicycle repair station
- Wayfinding signage
- Showers and changing facilities
- Parking reduction
- Carpool/vanpool parking
- Clean air, clean-fuel vehicle parking
- Electric-vehicle (EV) parking
- Carshare Vehicle Parking - Conceptual
- Motorcycle and scooter parking placement
- Commuter/transportation kiosk (TransitScreen)
- Employee commuter resource flier
- On-site amenities and nearby amenities
- TDM site plan

## **TDM PROGRAMMATIC MEASURES**

### ***Commuter Program Management (obligates the applicant)***

- Commuter Concierge amenity service
- Commute.org shuttle consortium participation
- Commuter incentives and rewards
- Coordination of trip reduction programs with nearby developments
- Parking management strategies
  - Preferential vanpool parking
  - Preferential carpool parking
  - Carpool parking policy
  - Unbundled commuter parking
  - Valet, tandem, and stacker parking
  - Parking management technology solution
- Best "Site" for Commuters national award

### ***Employee Commuter Benefits (obligates the tenant)***

- Transit subsidies
  - Caltrain GoPass
  - SamTrans Way2Go pass
- Vanpool subsidies
- Carpool subsidies
- Pre-tax transit deduction payroll option
- Pre-tax parking deduction payroll option
- Telework option
- Alternative work schedule option (flextime, compressed workweek)

### ***Employee Commuter Service & Resources (obligates the tenant)***

- Employee Transportation Coordinator
- Commute information web portal/intranet
- Guaranteed Ride Home program
- Regional bikeshare participation - conceptual
- Annual bike safety seminar
- Carpool and vanpool ride matching services
- Carpool allowance incentives
- Bicycle allowance incentive

### ***Employee Commuter Marketing & Outreach (obligates the tenant)***

- New employee onboarding
- Employee transportation fairs
- Company newsletter articles and emails
- Transportation management association (TMA) engagement
- Best Workplaces for Commuters designation



**TDM PERFORMANCE MONITORING & SURVEYING (*obligates applicant and tenants*)**

- Tenant performance and lease language – TDM requirements
- A yearly employee commute survey
- A yearly commute survey report
- Mid-year commuter satisfaction survey
- Triennial driveway report
- Penalty for non-compliance
- No expiration of the TDM Plan
- ITE trip generation estimate
- C/CAG trip reduction measures checklist

Preliminary

## INTRODUCTION

This 121 E. Grand Avenue Transportation Demand Management (TDM) Plan meets the project's specific needs, considering the site's logistical resources, opportunities, and constraints. The TDM Plan measures provide specific elements and actions that commit the applicant and future tenant to implementation. Executing the TDM Plan measures will increase pedestrian, bicycle, carpool, and transit uses and achieve the required alternative transportation mode-use rate.

The TDM Plan is performance-based and directs the applicant and future employers (tenants) to implement employee benefits and create a formal commute program. Commute program marketing, ongoing promotions, a guaranteed emergency ride home program, and an active Commuter Concierge will provide the synergism needed to create a successful program for future project employees. This TDM Plan contains appropriate measures and elements consistent with other well-performing Silicon Valley, San Francisco Bay Area region, and national commute programs. Annual monitoring via surveys will provide the documentation to demonstrate the TDM programs' effectiveness to meet a 45 percent alternative transportation mode-use rate.

This TDM Plan details the applicant's commitment to the City of South San Francisco (City) and its designated responsibility for implementation.

This Project design encourages alternative modes of transportation, including walking, bicycling, carpooling, vanpooling, and public transit. By balancing air quality with economic growth, 121 E. Grand Avenue will help the City thrive as a community and meet its 2035 greenhouse gas (GHG) emission reduction goals.

### ***TDM Planning Process***

The following comprehensive TDM Plan will mitigate employee commute trips associated with a life science project. The project will include trip reduction elements and goals outlined in Chapter 20.400 Transportation Demand Management ordinance. The TDM Plan contains appropriate measures and features consistent with other Peninsula and regional commute programs.

This TDM Plan encompasses an array of alternative transportation mode-use strategies categorized in the following three sections:

- I. TDM Infrastructure and Physical Measures
- II. Programmatic TDM Measures
- III. TDM Monitoring and Reporting

## 1.0 REGULATORY AND SUSTAINABLE ENVIRONMENTS

The TDM Plan combines services, incentives, facilities, and actions that reduce single-occupant vehicle (SOV) trips to help relieve traffic congestion, parking demand, and air pollution problems. The following are goals that addressed through the effective utilization of a TDM Plan with the use of TDM measures:

- *Reduce parking demand by converting SOV trips to an alternate mode of transportation (e.g., transit, carpool or vanpool, bicycling, or walking).*
- *Shift travel to less congested routes by providing traveler information systems that warn motorists about delays or alternative routes.*
- *Support other technological solutions (e.g., compressed natural gas, electric/hybrid vehicles, or other zero-emission vehicles).*
- *Eliminate or shift trips from peak periods (e.g., flexible schedules, compressed workweeks, or telecommuting).*

Successes achieved from TDM Planning will also significantly impact GHG emission reductions while providing sustainable mobility solutions. The sustainable solution combines innovative strategies with proven trip reduction methods, mobility-enhancing approaches, and energy consumption-reducing programs at a City-wide level. The results include mitigating GHG emissions and other pollutants, improved traffic flow and connectivity, reduced parking demand, and lower energy bills.

A summary of City, county, and State policy goals related to sustainability, congestion management, and GHG reduction follows below.

### *City of South San Francisco*

#### **South San Francisco General Plan<sup>1</sup>**

- Land Use Policies: 2-G-8 Provide incentives to maximize community orientation of new development and promote alternative transportation modes.
- Implementation Policies: 2-I-4 Require all new developments that seek a FAR bonus to achieve a progressively higher alternative mode usage.
- Alternative Transportation Systems Policies: 4.3-G-1 Develop a comprehensive and integrated bikeways system that promotes bicycle riding for transportation and recreation.
- Alternative Transportation Systems Policies: 4.3-G-2 Provide safe and direct pedestrian routes and bikeways between and through residential neighborhoods and to transit routes
- Alternative Transportation Systems Policies: 4.3-G-3 In partnership with employers, continue efforts to expand shuttle operations.

<sup>1</sup> <http://www.ssf.net/home/showdocument?id=15526>

- Alternative Transportation Systems Policies: 4.3-G-4 In partnership with the local business community, develop a transportation systems management plan with identified trip reduction goals while maintaining a positive and supportive business environment.
- Alternative Transportation Systems Policies: 4.3-I-4 Require secure covered bicycle parking at all existing and future multifamily residential, commercial, industrial, and office/institutional uses.
- Alternative Transportation Systems Policies: 4.3-I-8, 9, 10,
- Alternative Transportation Systems Policies: 4.3-I-11 Establish parking standards to support trip reductions by:
  - Allowing parking reductions for projects that have agreed to implement trip reduction methods, such as paid parking.
- Air Quality Policies: 7.3-G-2 Encourage land use and transportation strategies that promote alternatives to the automobile for transportation, including bicycling, bus transit, and carpooling.
- Bicycle Master Plan Policies:<sup>2</sup> 1.2 Reduce reliance on travel by single-occupant passenger vehicles.
- Bicycle Master Plan Policies: 3.2 Bicycle parking facilities should be provided at schools, parks, and transit stops and shall be required to be provided at private developments, including places of work, commercial shopping establishments, parks, community facilities, and other bicyclist destinations.

### **South San Francisco Climate Action Plan<sup>3</sup>**

The City's Climate Action Plan was adopted in 2014 to reduce energy usage and GHGs community-wide. The City also focuses on transit-oriented development proximate to Caltrain, BART, and the ferry terminal. South San Francisco is investing heavily in alternative modes of transportation to reduce reliance on single-occupancy vehicles, including the newly renovated Caltrain Station and pedestrian plaza, which will help improve transit options for employees, residents, and visitors. The City has partnered to offer carpool programs, the free South City Shuttle, and transportation demand management strategies for commercial and residential development.

### **South San Francisco TDM Zoning Ordinance 2010**

- Chapter 20.400 Transportation Demand Management

### **Chapter 20.330 – Parking Standards (Bicycle Parking)**

- Short and long-term bicycle parking shall be provided according to the provisions identified in section 20.330.008 of the SSFMC.

20.400.001 – The specific purposes of this chapter are the following: ...promote the more efficient utilization of existing transportation facilities and ensure that new developments are designed in ways to maximize the potential for alternative transportation usage.

<sup>2</sup> Approved General Plan Amendment Adopting the South San Francisco Bicycle Master Plan, February 9, 2011.

<sup>3</sup> <http://www.ssf.net/departments/city-manager/sustainability>



### **San Mateo County Congestion Management Plan<sup>4</sup>**

- All land-use changes or new developments that require a negative declaration or an Environmental Impact Report (EIR) and that are projected to generate a net (subtracting existing uses that are currently active) 100 or more trips per hour at any time during the a.m. or p.m. peak hour period must be reported to C/CAG within ten days of completion of the initial study prepared under the California Environmental Quality Act (CEQA).
- In 2021, C/CAG updated its policy for San Mateo County jurisdictions. This update includes a new requirement that local jurisdictions notify C/CAG of any new development project estimated to generate at least 100 Average Daily Trips under their purview. Previously, the threshold for local jurisdictions to report C/CAG of development projects was 100 net peak hour trips or those proposed as part of a General Plan Amendment.

### ***San Francisco Bay Area Commuter Benefits Program***

The Bay Area Air Quality Management District Regulation 14, Rule 1, also known as the Bay Area Commuter Benefits Program, requires employers with 50 or more full-time employees to register and offer commuter benefits to their employees. This rule aims to improve air quality, reduce emissions of greenhouse gases and other air pollutants, and decrease traffic congestion in the San Francisco Bay Area by encouraging employees to commute to work by transit and different alternative commute modes, including telework.

### ***San Francisco Bay Area Commuter Benefits Program Proposed Strategy EN-7***

A proposed enhanced Strategy EN7 - Expand Commuter Trip Reduction Programs at Major Employers, will expand the Bay Area Commuter Benefits program. In November 2020, the Metropolitan Transportation Commission (MTC) and the Association of Bay Area Governments (ABAG) met to discuss employer and business community concerns regarding substantially increasing future levels of telecommuting. A viable alternative strategy, called enhanced Strategy EN-7, included expanding employer measures beyond telecommuting to include transit, walking, and bicycling modes, providing more flexibility for businesses. It also limits on-site office occupancy to 40 percent per average workday. While the proposed change is not in place yet, employers can find more information [here](#).

### ***State Regulatory Setting***

The State of California has given many organizations and agencies the responsibility of creating guidelines, policies, and thresholds that meet legislation. Agencies include the Office of Planning and Research, California Air Resources Board (CARB), California Air Pollution Control Officers' Association, Council of Governments, and the Attorney General's office.

- ◆ **Senate Bill 375** – establishes improved land use and transportation policy supporting AB32 by providing a means for achieving the AB 32 goals for cars and light trucks through land-use changes. This legislation created potentially revolutionary changes in California's regional planning processes for housing and transportation by mandating sustainable regional growth

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<sup>4</sup> [www.ccag.ca.gov](http://www.ccag.ca.gov)

plans. These plans expect to double the GHG emission reduction targets that local governments must meet through land-use planning.

- ◆ **Parking Cash-Out Program** – State law requires employers of 50 or more employees who provide subsidized parking for their employees to offer a cash allowance instead of a parking space. The parking cash-out program encourages employees to use public transit, carpooling, vanpooling, bicycling, or walking in place of driving to the office. This law allows employers to receive business tax deductions to offer commuters this benefit.
- ◆ **Senate Bill 743** – was signed in 2013 to "more appropriately balance the needs of congestion management with statewide goals related to infill development, promotion of public health through active transportation, and reduction of greenhouse gas emissions."

When implemented, "traffic congestion shall not be considered a significant impact on the environment" within California Environmental Quality Act (CEQA) transportation analysis.

SB 743 requires the Governor's Office of Planning and Research to identify new metrics for identifying and mitigating transportation impacts within CEQA. OPR determined Vehicle Miles Traveled (VMT) per capita, VMT per employee, and net VMT as new metrics for transportation analysis for land use projects. For transportation projects, lead agencies for roadway capacity projects have discretion, consistent with CEQA and planning requirements, to choose which metric to evaluate transportation impacts. Statewide implementation occurred on July 1, 2020.

## 2.0 PROJECT DESCRIPTION

The project includes demolishing a Comfort Inn hotel building and constructing a singular structure encompassing two 17-story research and development wings. The project will incorporate 27,000 square feet of amenity and retail space.

The wings connect through a glass atrium on top of a two-story podium. The building sits by East Grand Avenue, Grand Avenue, and Poletti Way. The building will be approximately 940,993 gross square feet with a floor area ratio (FAR) of roughly 7.4.

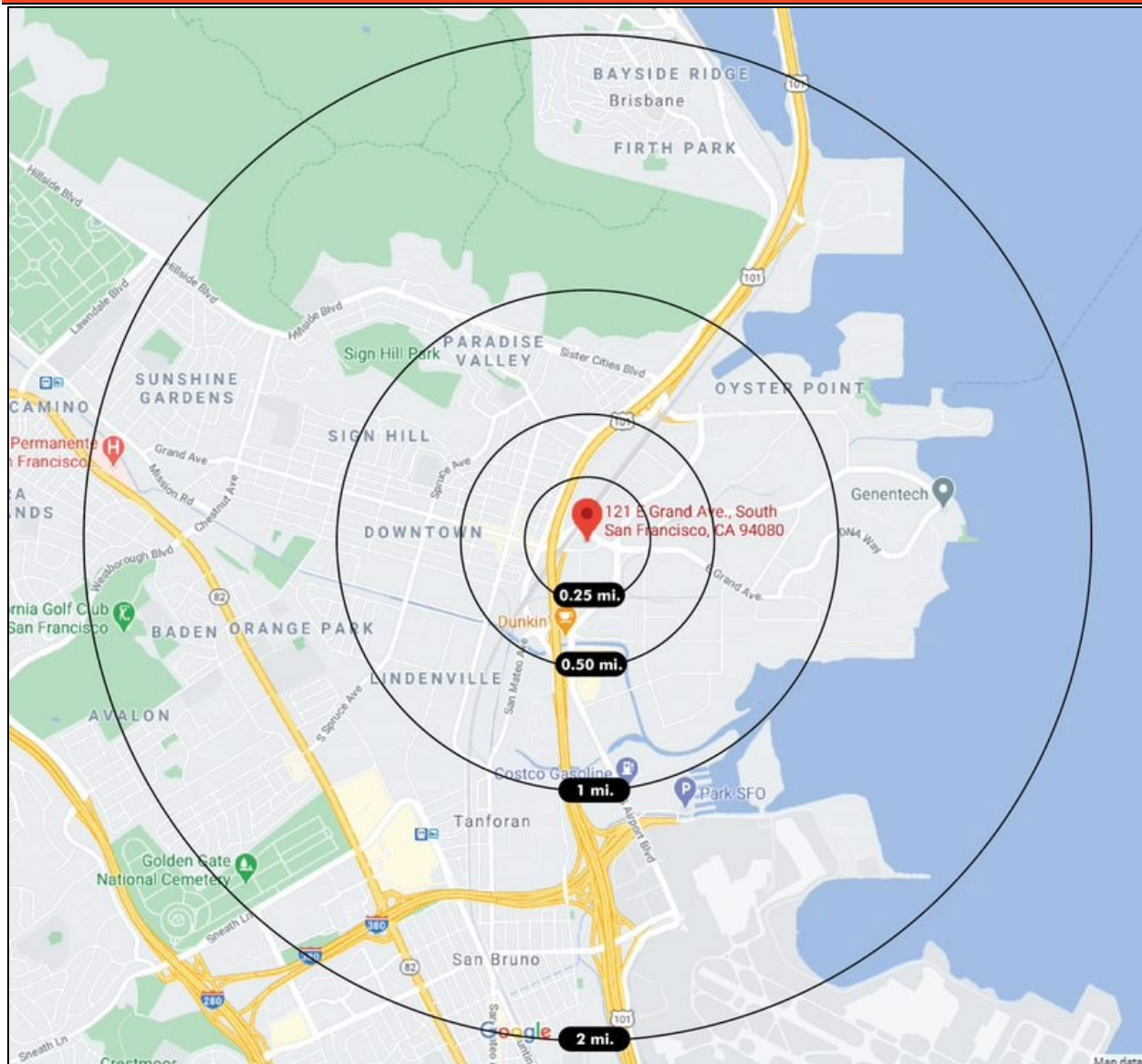
The project is near a robust transit network and will integrate these resources into their commuting connections through shuttle staging areas and bicycle lanes. Accessible parking is provided in an enclosed, on-grade garage, while tenant and visitor parking is accommodated in two basement levels served through valet assistance. The project offers a total of 1,394 parking spaces.

121 East Grand plans to build several amenities and community benefits, including a Grand Public Plaza with nearly 30,000 square feet of outdoor community space. Shown below is a Project Location Map.



Preliminary

## Project Location Map



### 3.0 EXISTING TRANSPORTATION FACILITIES

The project sits east of Highway 101. It has multiple shuttle routes connecting to the South San Francisco Ferry Terminal, South San Francisco Caltrain Station, and the South San Francisco BART station. Additional shuttle resources provide connectivity to the Millbrae BART/Caltrain Center and the Glen Park BART Station through the Genentech shuttles.

Commute.org shuttles offer 40 total trips per weekday. The ferry shuttle, suspended as of May 2020, is expected to reopen in fall 2021. Two nearby SamTrans routes expand transit resources



from Downtown San Francisco to San Mateo and Palo Alto and provide 97 transit trips per weekday. The transit matrix below offers 226 transit resources within walking distance of the project.

### Nearby Transit Services Matrix

Route	Span of Service	Weekday Trips	Communities Served
292 SamTrans	7 Days/Week 4:00 a.m. - 2:41 a.m.	90	Hillsdale Mall, Saratoga/Park Place, Delaware/2nd, California/Howard, SF Airport Courtyard A, Airport/Baden, <b>Airport/Linden</b> , Bayshore/Old County, Drumm/Clay, Mission/1st, Mission/7th, Potrero/24th, Delaware/3rd, Saratoga/Yates
397 SamTrans	7 Days/Week 12:46 a.m. - 6:32 a.m.	7	<b>Palo Alto Transit Center</b> , Bay/University, Middlefield/5th, <b>Redwood City Transit Center</b> , El Camino/Hillsdale, El Camino/Burlingame, <b>Millbrae Transit Center</b> , SF Airport Courtyard A, Airport/Baden, <b>Airport/Linden</b> , Bayshore/ Old County, Drumm/Clay
Caltrain	7 Days/Week 5:08 a.m. - 12:20 a.m.	40	San Francisco, 22nd Street, Bayshore, <b>South San Francisco</b> , San Bruno, Millbrae Transit Center, Burlingame, San Mateo, Hillsdale, Belmont, San Carlos, Redwood City, Menlo Park, Palo Alto, California Ave., San Antonio, Mountain View, Sunnyvale, Lawrence, Santa Clara, San Jose Diridon, Tamien, Capitol, Morgan Hill, San Martin, Gilroy
Genentech BART Glen Park Shuttle	5 Days/Week 6:03 a.m. - 7:07 p.m.	36	<b>Glen Park BART Station</b> , 690 Gateway, B83, <b>300 Gateway</b> , B5, B31
Genentech Millbrae Caltrain Shuttle	5 Days/Week 6:17 a.m. - 6:13 p.m.	13	<b>Millbrae Transit Center</b> , The Cove, 690 Gateway, <b>230 E. Grand Ave.</b> , B43, B05, B35
Utah-Grand BART Shuttle	5 Days/Week 6:38 a.m. - 5:58 p.m.	8	<b>SSF BART Station</b> , 169 Harbor Way, 230 E. Grand Ave., Kimball & E. Grand Ave., 390 Swift Ave., 400/450 E. Jamie Ct., 475 E. Grand Ave., Cabot/Allerton Ave., 349 Littlefield Ave., <b>SSF Conference Center</b>
Utah-Grand Caltrain Shuttle	5 Days/Week 6:32 a.m. - 6:08 p.m.	13	<b>SSF Caltrain Station</b> , 169 Harbor Way, 230 E. Grand Ave., Kimball & E. Grand Ave., 390 Swift Ave., 400/450 E. Jamie Ct., 475 E. Grand Ave., Cabot/Allerton Ave., 349 Littlefield Ave., <b>SSF Conference Center</b>
Utah-Grand Ferry Shuttle	5 Days/Week	7	<b>South San Francisco Ferry</b> , <b>South San Francisco Caltrain Station</b> , E. Grand Avenue (temporarily suspended)
Oyster Point Ferry Shuttle	5 Days/Week	6	<b>South San Francisco Ferry</b> , <b>South San Francisco Caltrain</b> , Oyster Point Boulevard, Genesis Towers, Dubuque Innovation Center (temporarily suspended)
Genesis One Tower Place BART Shuttle	5 Days/Week 6:32 a.m. - 6:23 p.m.	6	<b>SSF BART Station</b> , One Tower Place, Dubuque Innovative Center, <b>SSF Caltrain Station</b>
<b>Total Bus Trips/Weekday</b>		<b>226</b>	

\* All buses and trains are lift equipped for handicapped, elderly, or those in need.

Below is a Walking Distance to Local Transit Map, highlighting the local shuttle and transit resources within a .20-mile walking distance of the project.

### Walking Distance to Local Transit Map

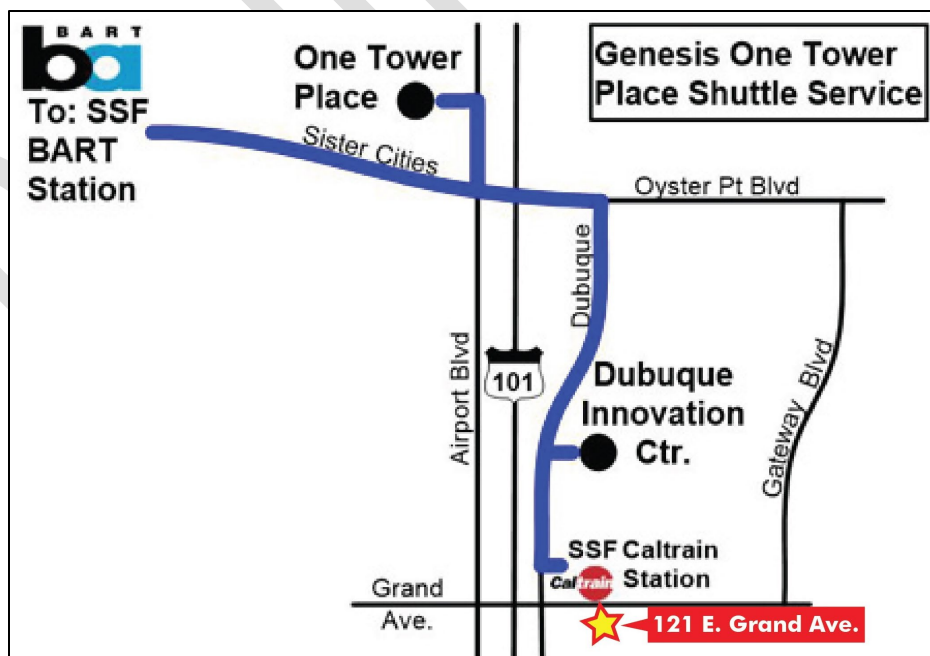


The following pages contain route maps for the several transit and shuttle resources available to this site.

#### **Genesis One Tower Place BART Shuttle**

The Commute.org Genesis One Tower Place Shuttle operates between the South San Francisco BART Station and the South San Francisco Caltrain Station. Shown below is the Genesis One Tower Place BART shuttle route map.

#### Genesis One Tower Place BART Shuttle Route Map



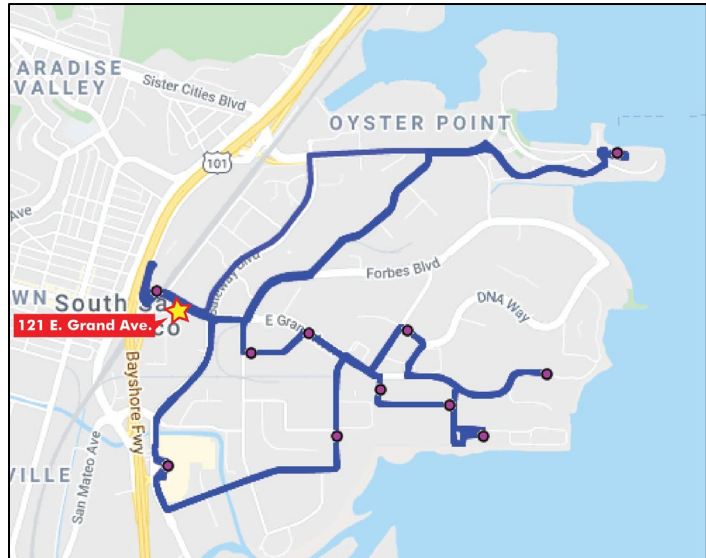
### Utah-Grand Shuttles

Within walking distance from the project are three Utah-Grand shuttle routes.

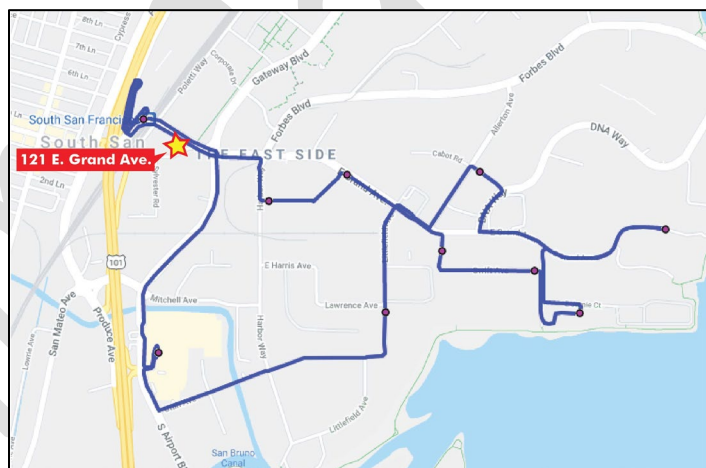
The Utah-Grand shuttles serve the South San Francisco BART, Caltrain Stations, and Ferry Terminal. The project will participate in the Commute.org Consortium program as a member. Displayed on the right and below are these shuttle routes.

The Oyster Point Ferry Shuttle is another option for employees to connect with the Ferry Terminal. However, the Oyster Point Ferry Shuttle picks up at Caltrain Station.

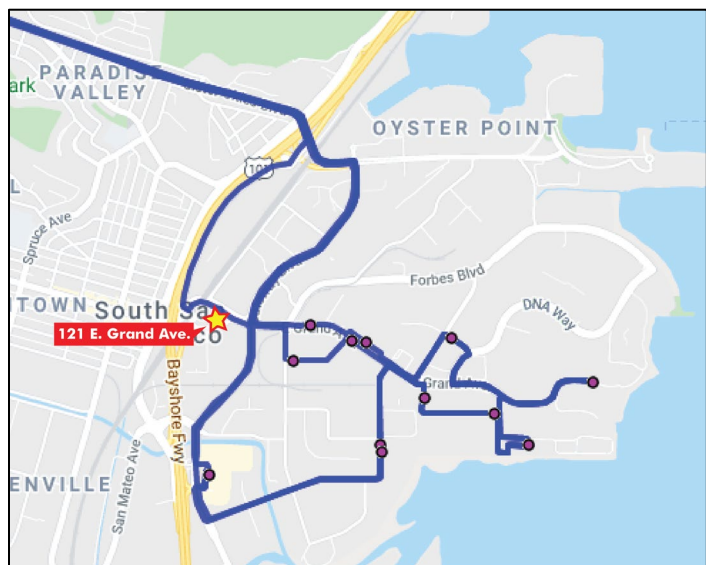
### Utah-Grand Ferry Shuttle Route Map



### Utah-Grand Caltrain Shuttle Route Map



### Utah-Grand BART Shuttle Route Map

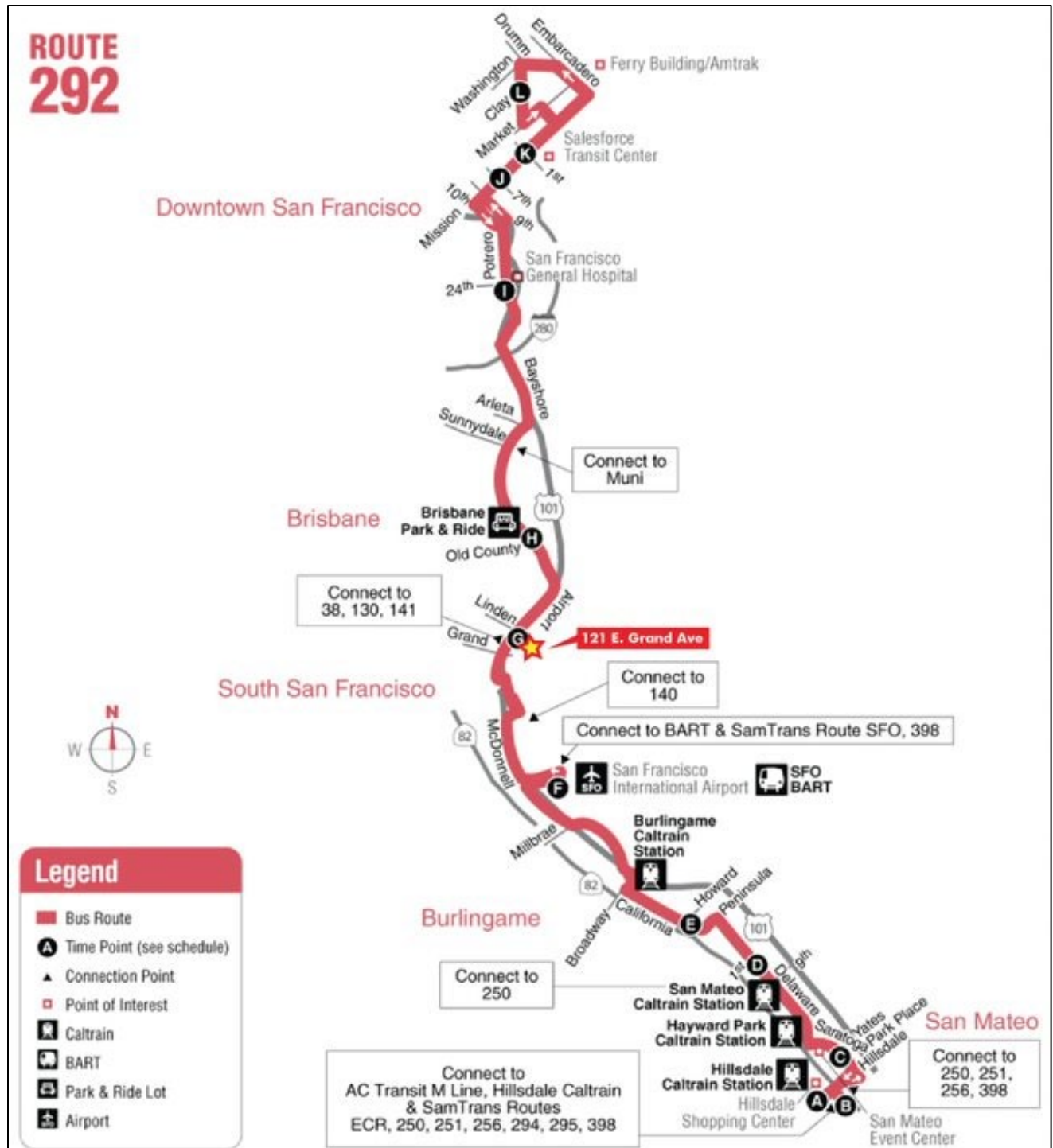




### SamTrans

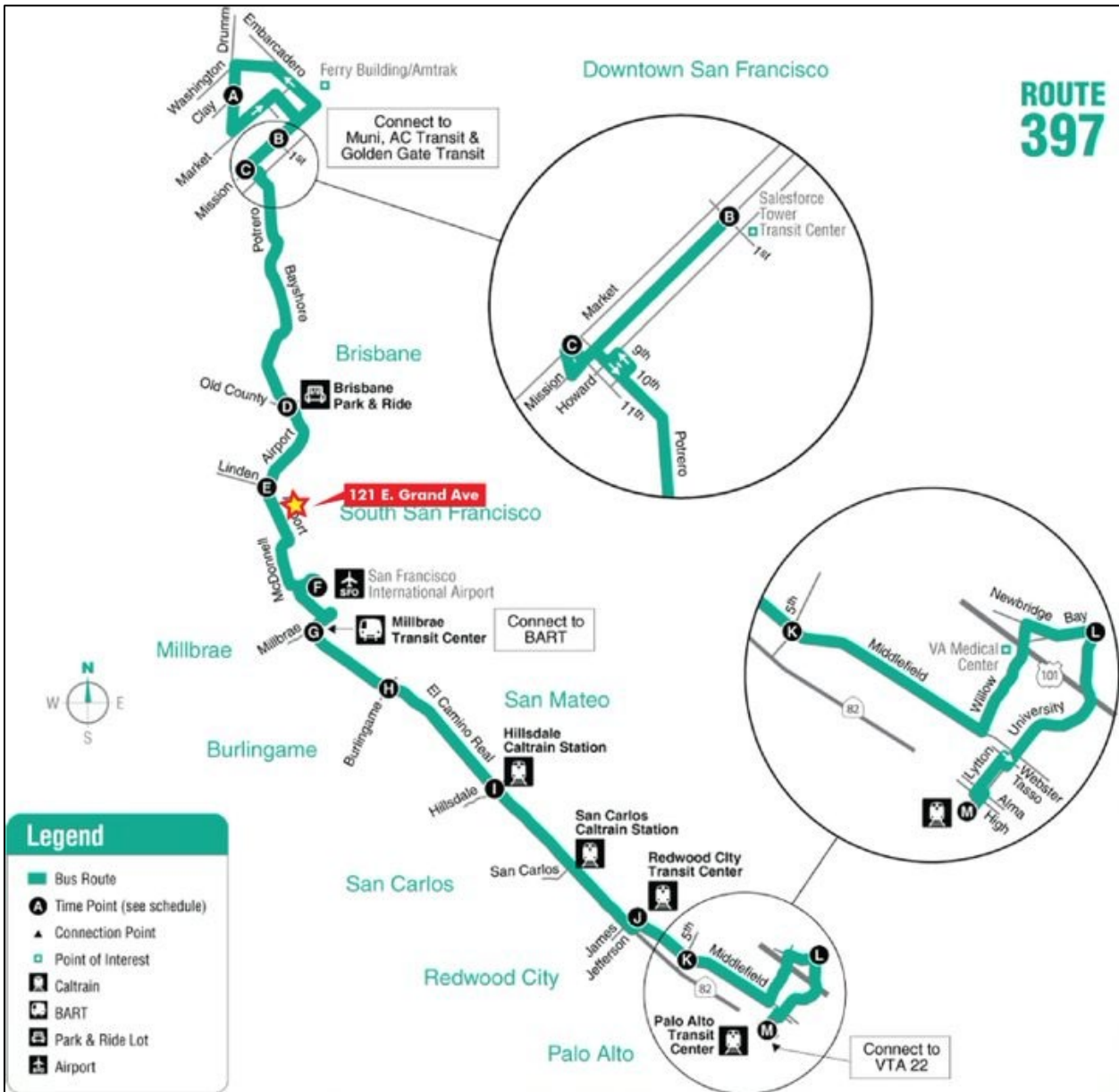
Two SamTrans routes provide service to the project location. Below and on page 11 are SamTrans maps for routes 292 and 397.

#### SamTrans Route 292 Map





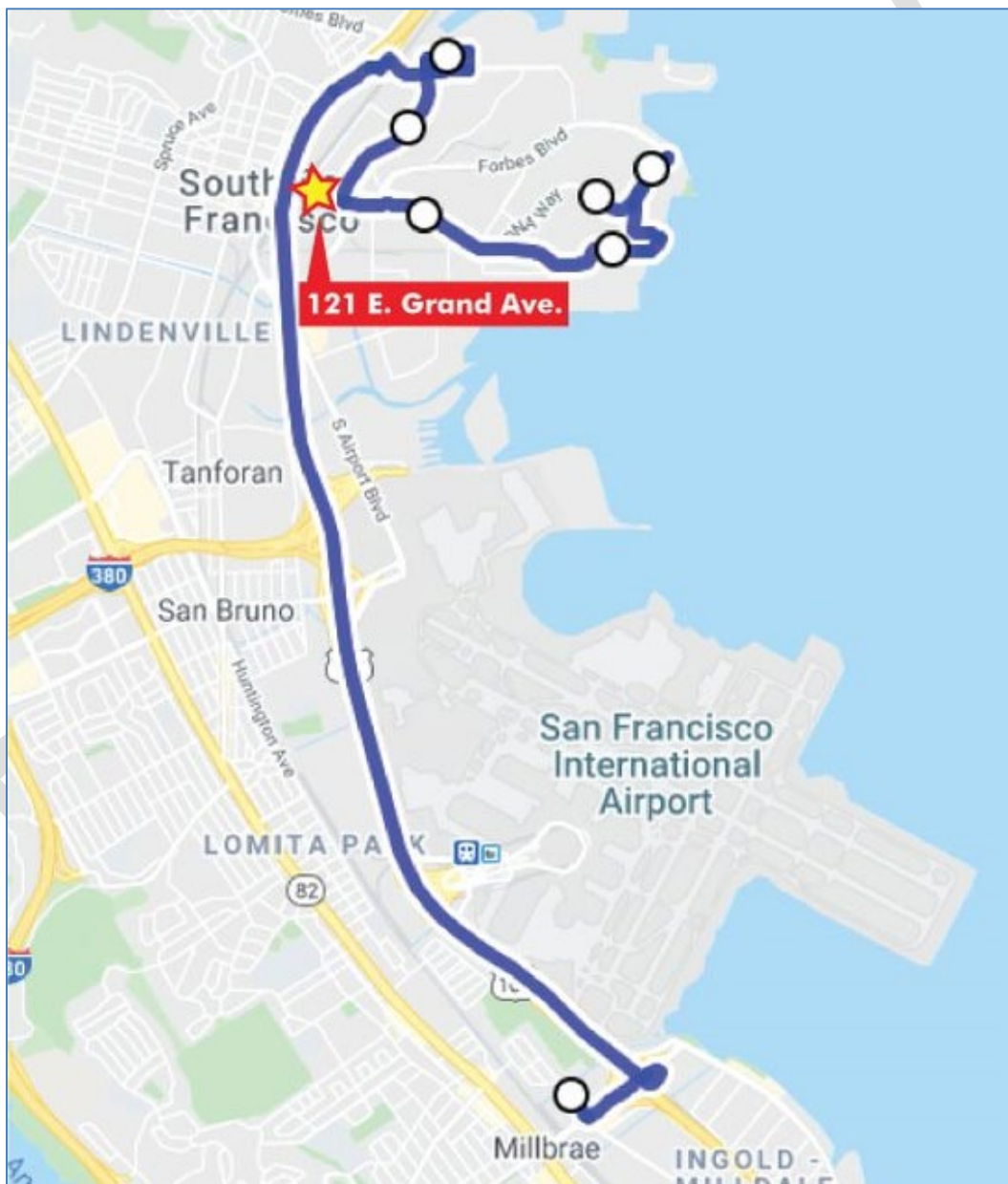
### SamTrans Route 397 Map



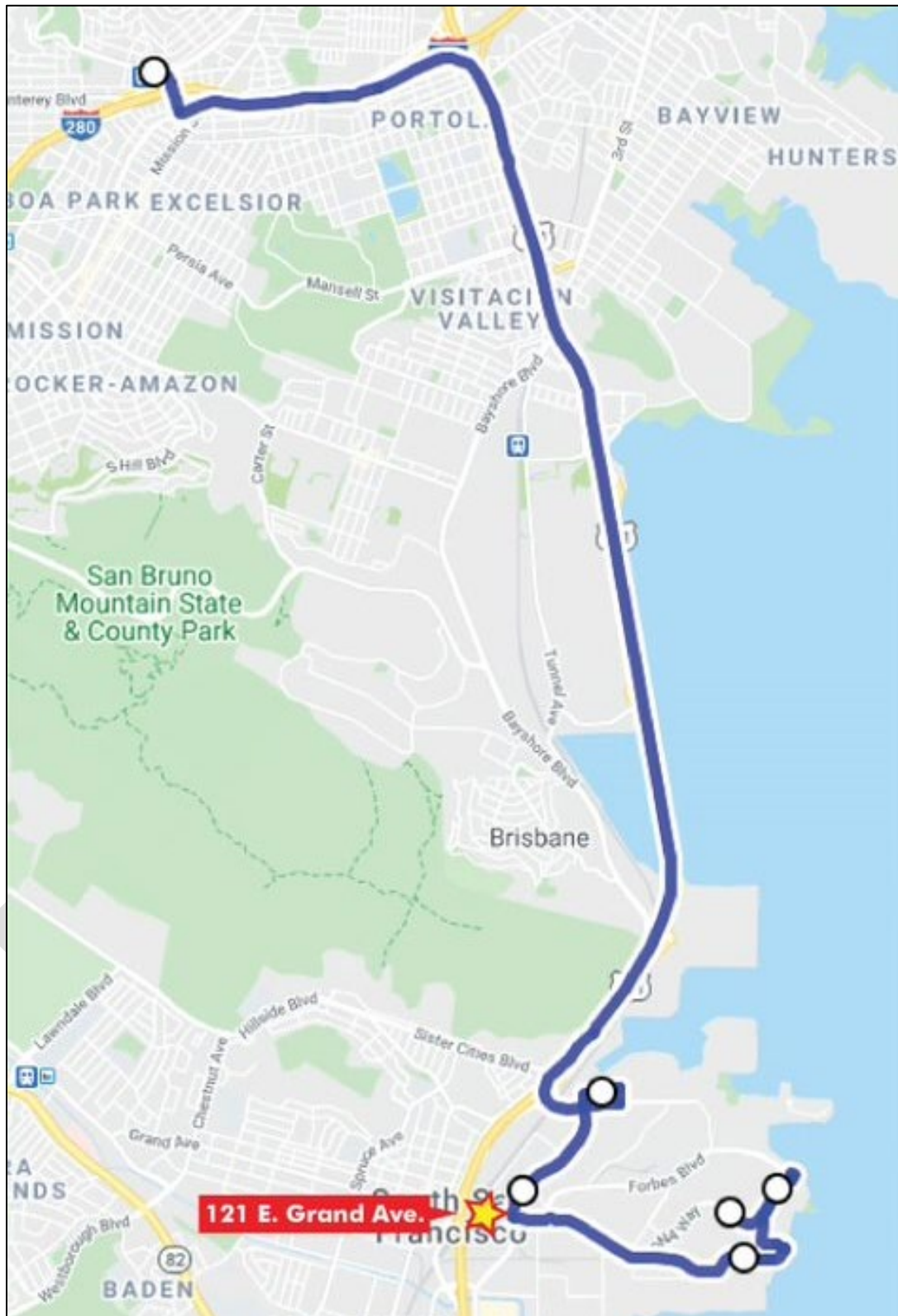
In September 2018, Genentech opened their Millbrae Transit Station shuttle and Glen Park BART Station shuttle. Future project commuters can ride the Genentech connector shuttles at no cost, but they must walk to the nearest pickup location, and Genentech routes may not drop off and pick up at the project site.

The Genentech connector schedules and routes are found at <https://oysterpointmobility.com/>. Below are the Genentech Millbrae Station shuttle and Glen Park BART shuttle routes.

#### Genentech Millbrae Station Connector Shuttle



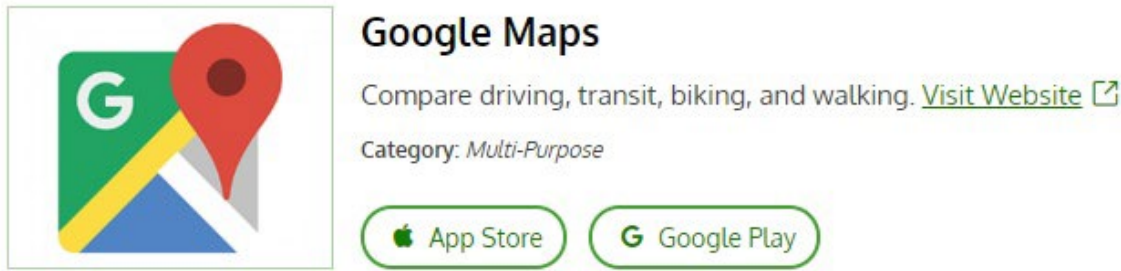
### Genentech Glen Park Connector Shuttle



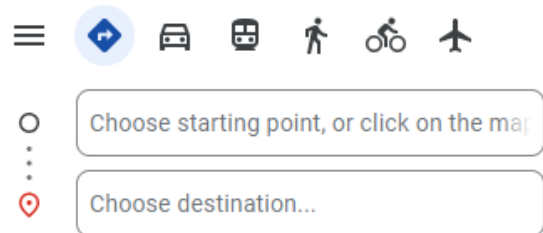


### Transit Trip Planning Resources

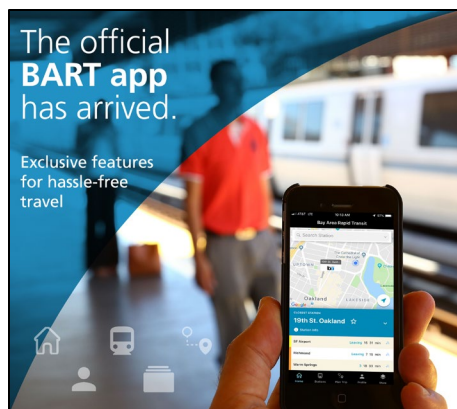
Online trip planning services are valuable for planning bicycles, carpools, and public transit trips.



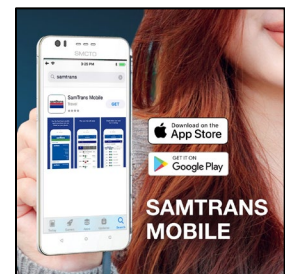
Google has also collaborated with select regional transit agencies to provide a public transit planner for riders of VTA, Caltrain, BART, and other San Francisco Bay Area systems.



The SamTrans mobile app is valuable for commuters planning to ride on the bus system. Commuters can use this app to pay bus fares, buy and activate tickets, and see SamTrans departures, timetables, and routes.

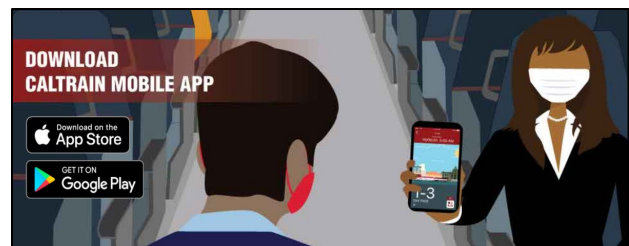


The official BART app offers commuters end-to-end trip planning, real-time departures with data straight from BART, service advisories, customized in-app notifications, the ability to save favorite trips and stations, and contactless parking payment.




The Caltrain Mobile app offers commuters the ability to purchase and use fares instantly on their mobile phones.

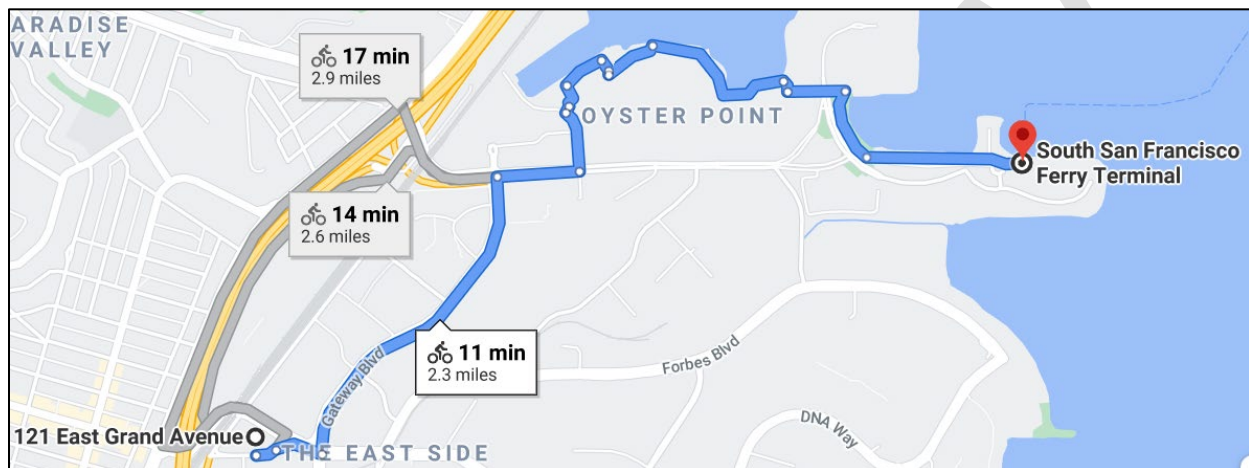
For easy access to Caltrain's schedules and rider alerts, employees can download the CaltrainMe app.



### Bicycle Connections

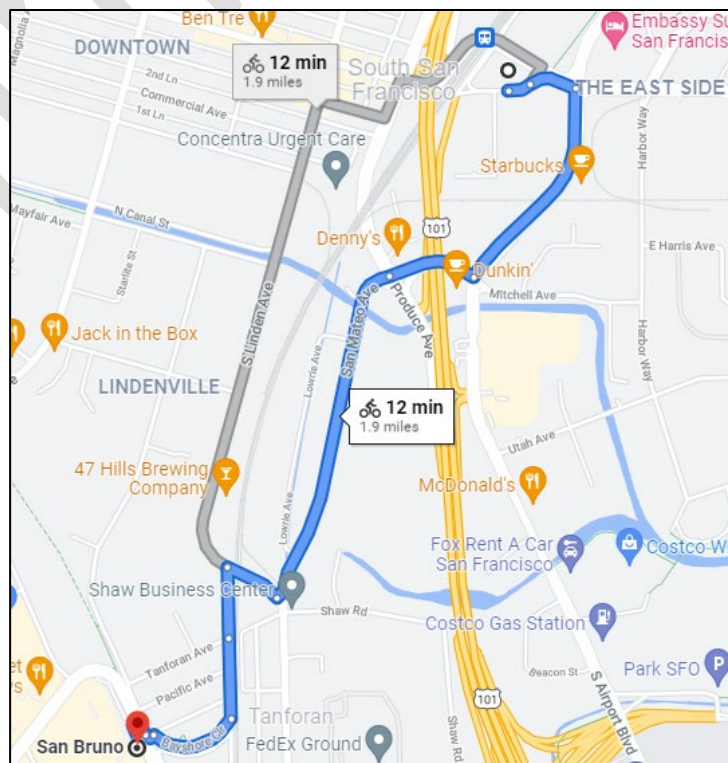
Bicycle connections surrounding the project have a favorable BikeScore of 70 out of 100, indicating that biking is convenient for most trips. A suggested bike route along Grand Avenue, a Class III bike route, provides access to the project, connecting to a path along Gateway Boulevard and a Class II bike lane along Airport Boulevard. Bicycle travel to and from the Ferry Terminal is 2.3 miles taking approximately 11 minutes. Shown below is a project to the Ferry Terminal bike route screenshot.

**Very Bikeable**  
Biking is convenient for most trips.



Bicycle travel to and from the San Bruno BART Station is 1.9 miles and takes approximately 12 minutes to ride. The bike route from the project to the San Bruno BART Station is shown right.

Bicycle travel to and from the South San Francisco BART Station is 3.1 miles and takes approximately 18 minutes to ride.

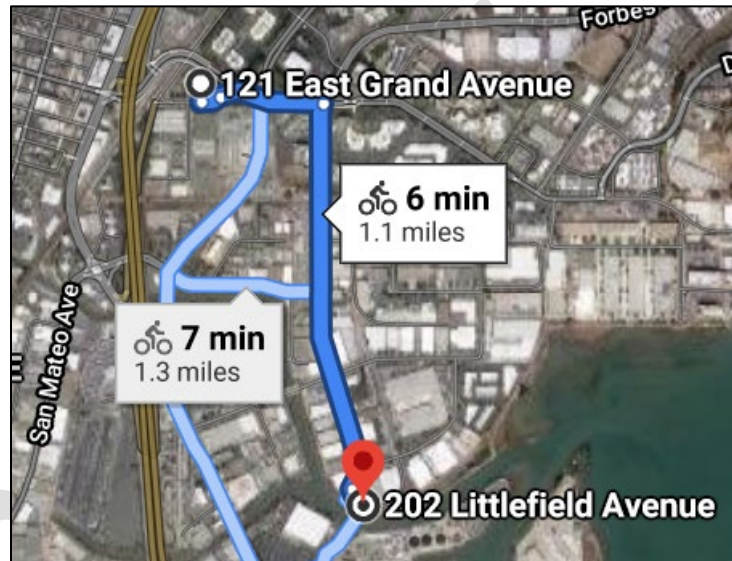


The San Mateo County Bike Map, shown on page 18, identifies various bicycle facilities for commuters.

The San Francisco Bay Trail surrounds the entire area east of Highway 101 and rates as a regional trail and a Class I bicycle path. The Bay Trail is a 500-mile multi-use, paved pathway circling San Francisco and San Pablo Bay, connecting 47 cities. The trail provides commuters an exceptional opportunity to bicycle or walk to work in South San Francisco.

Bicyclists can access the trail with a six-minute ride to 202 Littlefield Avenue (trail access), as shown to the right.

Shown on page 19 is the San Francisco Bay Trail Map.





## San Mateo County Bicycle Map





### San Francisco Bay Trail Map



### ***Bicycle Commuter Resources***

Commute.org, in partnership with a nationally certified League Cycling Instructor (LCI), offers free bicycle safety workshops for employers. Employers can schedule workshops during lunchtime, late workday, or even after work.

Bicycle commuters looking to find a riding partner can find matching information at <https://511.org/biking>. The 511 system also provides significant resources for bicycle commuters, including:

- ◆ Bicycle maps
- ◆ Location of bike lockers
- ◆ How to take your bike on public transit
- ◆ How to take your bicycle across Bay Area toll bridges
- ◆ How to ride safely in traffic
- ◆ Tips for bike selection
- ◆ Links to bicycle organizations
- ◆ Bike to Work Day
- ◆ Bike Commute Calculator
- ◆ Tips on bike commuting

### ***Walk Score***

The project has a favorable WalkScore of 71 out of 100, indicating that pedestrians can accomplish most errands on foot.

Walk Score  
**71**

**Very Walkable**  
Most errands can be accomplished on foot.

Commute.org

Plan a trip

Get Rewarded

Shuttles

Resources

## Bicycle Safety Classes



Commute.org, in partnership with a nationally certified League Cycling Instructor (LCI), offers free bicycle safety workshops at employer sites across San Mateo County. They can be tailored to 60 or 90 minutes, and most employers schedule them during lunchtime.

The workshop covers important safety information for motorists and cyclists alike, including a San Mateo County bike map, safe cycling booklet, and other helpful resources and tools for bicyclists. Commute.org can also provide marketing assistance to get the word out to employees.

To request a workshop and/or more information, contact your Programs Representative.



## SECTION I – TDM INFRASTRUCTURE AND PHYSICAL MEASURES

The following physical infrastructure measures support commuters who use alternative transportation. The project will install these TDM Plan components during the project's construction.

### ***Infill Development***

The proposed project would develop under-used parcels within the existing urban area. The area surrounding this project is mainly improved. Under these conditions, the project would be considered infill development, contributing to trip reduction outcomes. According to the City/County Association of Governments of San Mateo County, infill development can reduce peak-hour vehicle trips by two percent.<sup>5</sup>

### ***Transit-Oriented Design***

Due to its infill location, the project will become a transit-oriented, pedestrian, and bicycle-friendly project that embraces the City's goals and policies. Some pedestrian and transit-oriented design features include orienting the building toward transit stops and tying it into adjacent bicycle and pedestrian circulation facilities.

### ***Building Design***

The project design will enhance pedestrian continuity by:

- Recessing door and window features of the building to further the walkable area of the sidewalks.
- Incorporating landscaped areas to serve visitors and passersby at the entry to the building.
- Installing planters on the property adjacent to the public right-of-way.
- Providing a direct walkway from the street to the building's main entrance and parking garage that extends to the amenity area and bike trail.

### ***Transit/Shuttle Center***

The applicant proposes to construct a transit staging and waiting area. The transit shelter placement and construction will orient Poletti Way and become a loading area for rideshare and Commute.org vehicles. The transit passenger shelter will provide a structure that affords protection from the weather for persons waiting to board public or franchised transit vehicles. An attractive bus shelter area encourages transit ridership.



<sup>5</sup> City/County Association of Governments (CCAG) of San Mateo County's Congestion Management Program.



## 4.0 BICYCLE FACILITIES

Provided will be 250 bicycle parking facilities, and the project exceeds the City's Bicycle Parking code.

This increase in bicycle facilities also meets the LEED bicycle parking requirements. Wayfinding signage will indicate directions to long-term bicycle parking facilities and shower facilities.

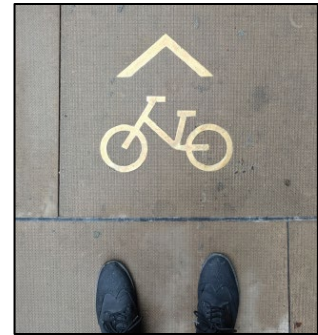
### *Long-Term Bike Parking*

The project will provide at least 108 secure Class I bicycle parking facilities (nearly double the required number). A Class I bike parking room will be on the project's ground floor, and the bike room area can expand to accommodate more bike parking for future needs.

### *Short-Term Bike Parking*

The project will provide at least 142 short-term parking bike racks (Class II).

The racks will have the ability to secure the frame and both wheels of the bike. Bike racks will be near building entrances within a constant visual range.



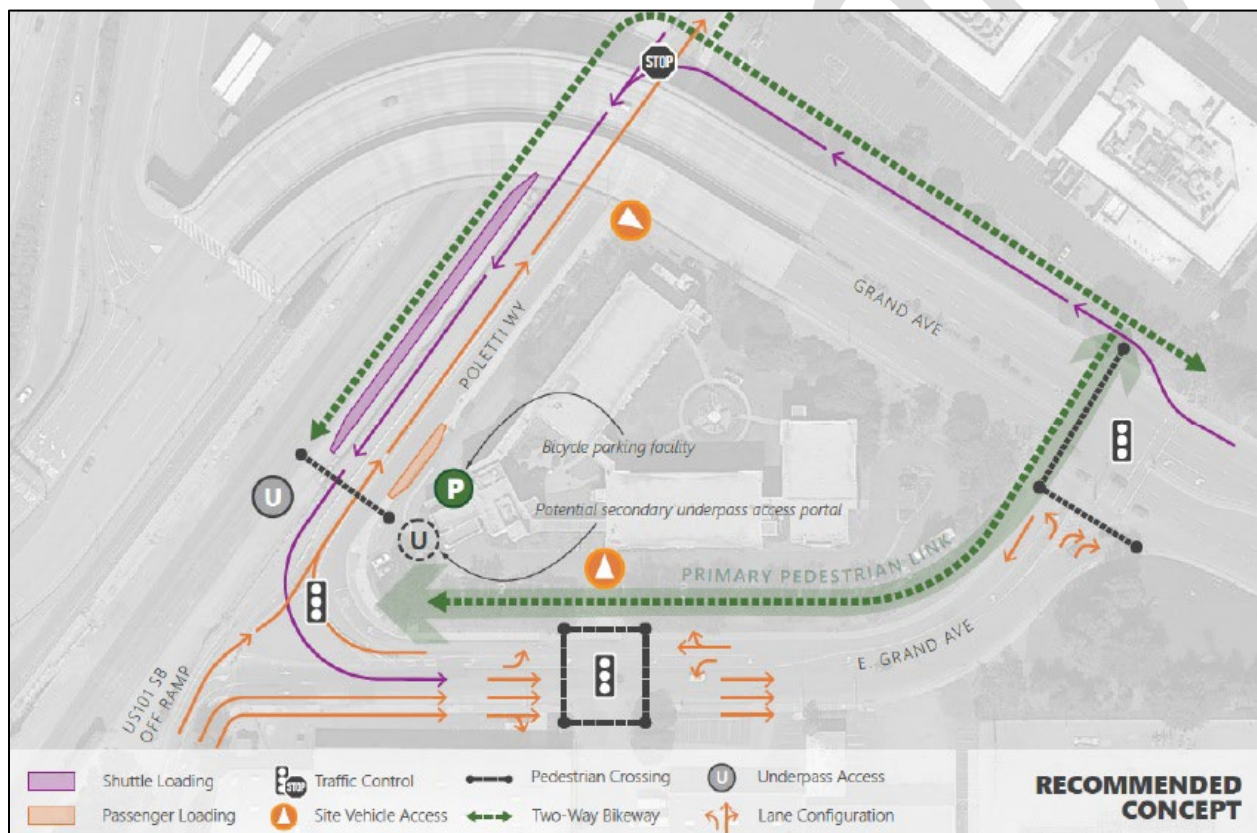
### Enhanced Bike Parking Facilities

The project will consider increasing the number of bicycle parking facilities should the demand for bike parking increase. Enhanced bicycle facilities will encourage building occupants to use cycling as a commuter option and provide capacity for more cyclists.

### Bicycle Path Development

The City will construct a protected bike pathway along East Grand Avenue to connect to and from Grand Avenue. The bike path will serve as a valuable facility in the local bicycle network and improve the project's bikeability.

Not only will project occupants benefit from this added infrastructure, but it will add much-needed connectivity to bicyclists traveling between the Caltrain station and areas east of Highway 101, such as the Oyster Point area. Shown below in green is the proposed bicycle path.



Source: South San Francisco Caltrain Station Eastern Access Study, Fehr & Peers, October 2021.

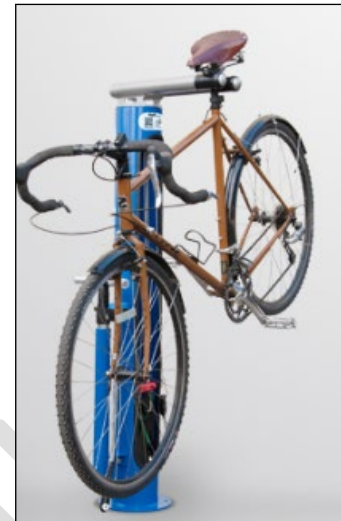


### **Fix-it Bicycle Repair Station**

The project will install a bicycle Fix-it repair station to allow cyclists to conduct minor maintenance on their bikes. The Fix-it includes all the tools necessary to perform basic repairs and maintenance, from changing a flat to adjusting brakes and derailleurs. The tools and air pump are securely attached to the stand with stainless steel cables and tamper-proof fasteners.



Hanging the bike from the hanger arms allows the pedals and wheels to spin while adjusting.



### **Wayfinding Signage**

The project will facilitate wayfinding for bicyclists by providing signage to help commuters navigate bicycle lockers, changing facilities and showers, and the surrounding area's bicycle infrastructure network. Clear signage and wayfinding systems encourage bicycling by highlighting the presence of infrastructure designed to support bicyclists.



### **Showers and Changing Facilities**

Showers and clothes lockers will be installed for employees who walk, jog, or bicycle to work or wish to change clothes after commuting via an alternate mode of transportation. A total of six showers will be installed, providing showers for both genders, and shower and changing facilities will be provided free of charge for all employees.

## **5.0 PEDESTRIAN FACILITIES**

Creating a pedestrian-oriented environment ensures access between public areas while strengthening pedestrian and bicycle connections. Safe, convenient pedestrian connections will exist from the project to surrounding surface streets and trails. Lighting, landscaping, and building orientation will enhance pedestrian safety. Pedestrian spaces provide options for recreation, eating, or other outdoor activities.

The project will install pedestrian street crossings and walk-signal request buttons. These features help prioritize pedestrians and enable the project to become more accessible and safer for pedestrians.

## 6.0 PARKING FACILITIES

The project will be responsible for striping parking space pavement and providing appropriate signage for guests, preferential carpool parking spaces, vanpools, electric and fuel-efficient parking throughout the site.

### *Parking Reduction*

The project plans to reduce the number of parking spaces provided below the South San Francisco Municipal Code minimum. The parking ratio is estimated a 1.5 per 1,000. Reduced parking helps limit parking available to commuters, which discourages driving and encourages alternative mode-use by making it less convenient for drive-alone commuters to find parking spaces. The project will significantly reduce parking levels to 47.5 percent below code.

### *Carpool/Vanpool Parking*

The project anticipates dedicating eight percent of total parking spaces for carpool and vanpool parking designated for carpool and vanpool vehicles and the exclusive uses of ridesharing employees. The carpool/vanpool spaces will be in parking areas closest to a building's entrance or a prime location. The project will incorporate carpool and vanpool parking spaces with clean-air vehicle parking.

The project will reserve, stripe, and sign a limited number of parking spaces for commuter carpools and vanpools. Commuter vanpool parking spaces will only be made available to employees from the building who carpool or vanpool as their commute option.

The carpool vanpool parking spaces may require policy development, employee registration, and permitting.

A registration process will provide carpoolers with a special carpool parking permit. Carpools must contain two or more participants who work at the building.

Registered vanpools may receive a reserved parking space.

### *Clean Air, Clean-Fuel Vehicle Parking*

The project will also include clean-air parking spaces. The project will be responsible for construction, striping, and signage for the specialty parking space. A description of the designated parking space includes:



- The clean-air vehicle parking space will also accommodate carpool and vanpool striping and signage.
- Space will be in the parking areas closest to the building's employee entrances or prime locations in the garage.

The project will allocate eight percent of all parking to clean air and carpool/vanpool parking. The designed parking spaces satisfy CalGreen standards and the City's zoning code.



### **Electric/Plug-in Charging Facilities**

The project will provide six percent of parking as designated electric capable parking. The applicant will pay for installing an EV-ready electrical circuit and capacity and help coordinate the installation of EV charging stations.

*It should be noted that electric vehicles are not a TDM measure and do not reduce vehicle trips, and electric cars tend to generate drive-alone commuter trips.*

### **Carshare Vehicle Parking - Conceptual**

The project may identify parking spaces in a prominent location to designate a reserved carshare parking space. Vendors such as Zipcar may host an on-site vehicle here, allowing tenants access to a carshare vehicle.



### **Motorcycle and Scooter Parking Placement**

The project may designate motorcycle and electric scooter parking in a covered location.

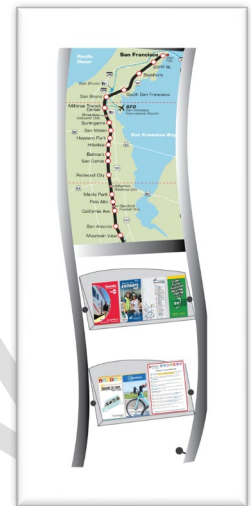
Smaller designated motorcycle parking will efficiently utilize areas not available to vehicles. Electric scooters will be encouraged for employee consideration for their clean-fuel benefits and contribution to reducing vehicle congestion and parking.

## 7.0 TRANSPORTATION AND COMMUTE INFORMATION KIOSK

The project will provide a transportation information kiosk in the building lobby. Easily accessible transportation information will be an essential component of commuter outreach and education for employees.

A transportation kiosk can be electronic, mobile, or a physical unit containing bike maps, transit schedules, and carpool fliers. A physical unit can be wall-mounted or a floor-standing model. The image below is an electronic option.

Shown on page 28 is the mobile app version of an electronic TransitScreen. The corresponding TransitScreen app may better assist employees with their commuter planning needs.



Below is an electronic TransitScreen (now called Actionfigure) model.

Actionfigure curates data feeds to provide accurate, real-time transportation information about all types of transportation.

Actionfigure tracks schedules, next-bus or shuttle time, and available services, including public and (approved) private shuttles, vanpool programs, shared transportation (scooters, bikeshare, mopeds, and carsharing), and ride-hailing services (Uber, Lyft, taxis).

**TransitScreen**  
Live transit information at a glance  
Admins, you can change this content through your TransitScreen dashboard.

**3:34 pm Wednesday, July 15**  
**TSHQ - 750 17th St NW**

Now 68° 12 pm 70° 1 pm 73° 2 pm 73°

**TRANSIT SCREEN**

TransitScreen HQ Suite 801

McDonald's Open until 10pm 750 17th St NW

Whole Foods Open until 8pm 17th & M St NW

FedEx Open until 6pm 17th & Pennsylvania

Compass Coffee Open until 9pm 17th & H St

Breadline Open until 7pm Pennsylvania Ave

**Your CityMotion App Code:**  
**citymo X W X Q X**

**Farragut North** 4 min walk

**RD** Glenmont 4, 10 mins

**RD** Shady Grove 8, 10 mins

**Farragut West** 7 min walk

**SV** Largo Town Center 6, 14 mins

**SV** White-Reston East 6, 15 mins

**BL** Franconia-Springfield 9, 21 mins

**OR** New Carrollton 11, 32 mins

**Connecticut & L St** 2 min walk

**42** Gallery Place Southbound 10, 27 mins

**42** Mt Pleasant via Adams Morgan Northbound 7, 13 mins

**16th & M St** 5 min walk

**S9** Colorado & 16th Southbound 3, 11 mins

**K & 17th St** 6 min walk

**CIR** Georgetown Westbound 9, 21 mins

**Capital Bikeshare**

**18th & M St** 4 min walk

**Rhode Island & Connecticut Ave** 6 min walk

**17th St** 7 min walk

**1706 M St NW** 5 min walk

**750 17th St NW** 1 min walk

**Pennsylvania Ave** 3 min walk

**17th & M St** 5 min walk

**1706 M St NW** 5 min walk

**750 17th St NW** 1 min walk

**Pennsylvania Ave** 3 min walk

**17th & M St** 5 min walk

**New Carrollton** 7 min away

**Baltimore** 16 min away

**Philadelphia** 28 min away

**Lyft XL** 4 min away

**Lyft** 6 min away

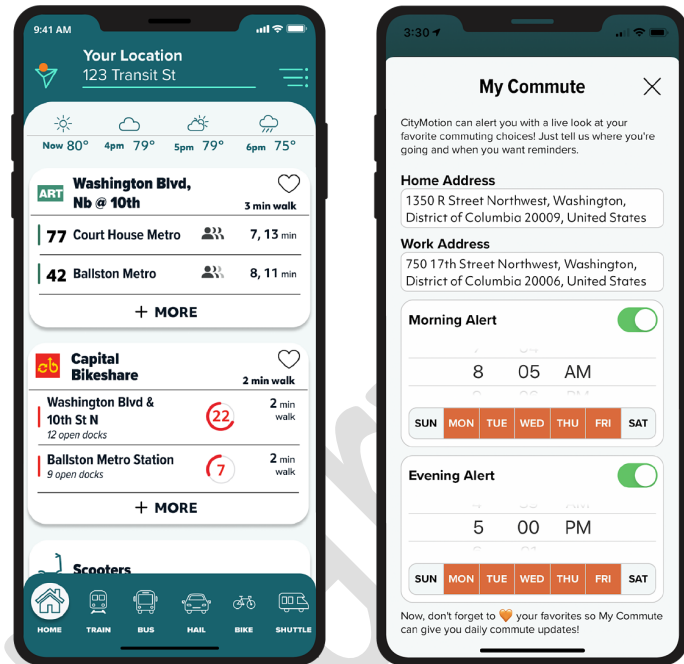
**Shared Lyft** 7 min away

**1119 K St NW** Smart 4 min walk

**1719 K St NW** Smart 6 min walk

**1774 K St NW** Mercedes-Benz GLA 9 min walk

An image of the mobile app version of an electronic Actionfigure tool is on the right. The mobile app (Citymotion) can help employees track transit options while not in the lobby, valuable for off-site meetings or planning connections. The app provides custom trip planning, real-time transit, shuttle data, alerts, and communication notice from property management.



## 8.0 EMPLOYEE COMMUTER RESOURCES

### *Commute Resource Flier*

The project will provide all tenants with a reproducible and editable employee commuter flier. This flier will include (but is not limited to) information about carpool parking, transit opportunities, shuttles, bicycle routes, and on-site amenities and resources. The flier will promote commuter assistance, incentives, rewards, and links to helpful resources. Fliers will integrate with tenant/employer information. Provided below is a sample flyer.



## 121 E. Grand Commuter Resources

### TRANSIT & SHUTTLES

[SamTrans Route 292](#)

[SamTrans Route 397](#)

[Caltrain](#)

[BART](#)

[SF Bay Ferry](#)

[Transit Planner Tool](#)

[Free Trial Transit Pass](#)

[Utah-Grand BART Shuttle](#)

[Utah-Grand Ferry Shuttle](#)

[Genesis One Tower BART Shuttle](#)

[Oyster Point Ferry Shuttle](#)

[Genentech Glen Park BART Shuttle](#)

[Genentech Millbrae Caltrain Shuttle](#)

### SERVICES & INCENTIVES

[Guaranteed Ride Home Program](#) – *requires pre-registration*

[Additional Commuter Rewards](#)

Bay Area [Spare the Air Alert Notices](#)

Email: [commute@the-confluence.com](mailto:commute@the-confluence.com)

**Commuter Concierge**

### CARPOOL & VANPOOL

[Carpool Savings Calculator](#)

[Scoop](#) Carpool matching app

[Waze](#) Carpool matching app

[511 Merge](#) – online carpool matching

[\\$25 Carpool reward](#) (every 10 trips)

[\\$100 Carpool Incentive](#)

[\\$350 monthly vanpool group subsidies](#)

[\\$100 Vanpool incentive](#)

### BICYCLE

[Bicycle Resources](#)

[Bike to Work Information](#)

[\\$100 Bike to Work Incentive](#)

[Bikes on Transit](#)

[Silicon Valley Bicycle Coalition](#)

[San Mateo County Bike Map](#)

[San Francisco Bay Trail Map](#)

Commute.org



### ***On-Site Amenities***

Many on-site amenities will provide commuters with convenience features to help them avoid using personal vehicles throughout the day. On-site amenities will include a street-level coffee shop that will offer the opportunity to buy food and refreshments. An on-site gym may be open to the public (limited) for a membership fee.

A public restaurant and an outdoor plaza on the plaza level will create a green, pedestrian-friendly space for employees to enjoy recreation, eating, gathering, entertainment, and other outdoor activities without leaving the site premises.



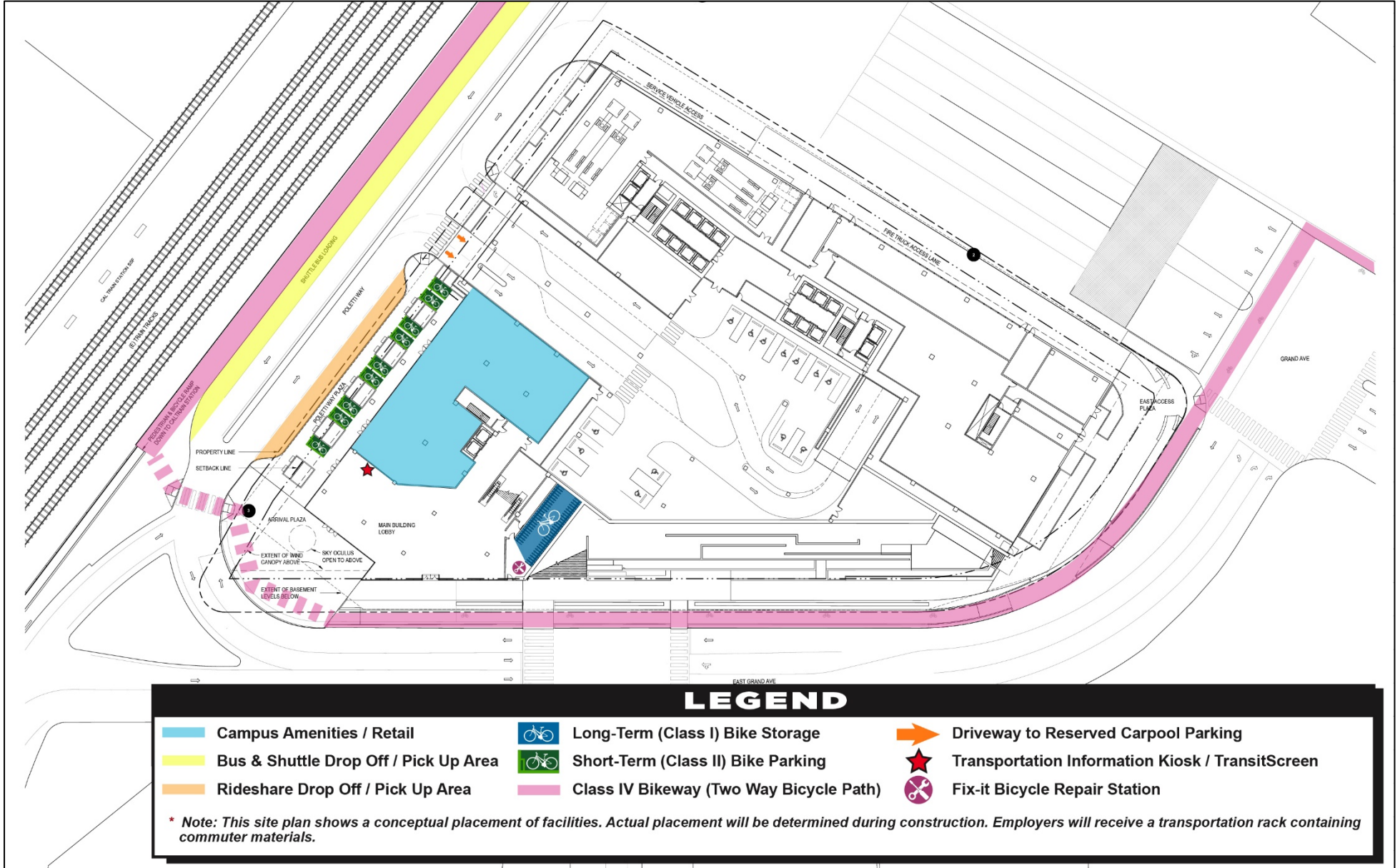
### ***Nearby Amenities***

Several nearby amenities are available within walking distance for commuters. Nearby amenities enable commuters to complete errands throughout the day without using a personal vehicle. An attachment at the end of the document includes a list of these nearby amenities.

## **9.0 TDM SITE PLAN**

The following TDM site plan shows the trip reduction design elements for the project, including a Class IV bikeway, long and short-term bicycle parking, rideshare passenger loading zone, shuttle loading area, transportation kiosk, and a bicycle repair station.

## 121 E. Grand Avenue TDM Site Plan





## SECTION II – PROGRAMMATIC TDM MEASURES

The following programmatic measures enhance the success of the TDM Plan. They become the "121 E. Grand Avenue Commute Program upon implementation." Representing various promotions and outreach activities of the Commute Program, these measures are TDM components required of tenants and employers as part of their occupancy agreements. Implementation efforts represent the backbone of a successful commuter program.

### 10.0 APPLICANT COMMUTER PROGRAM MANAGEMENT

#### *Commuter Concierge Amenity*

The project will provide a Commuter Concierge/TDM professional to support the project tenants. As a building amenity, the Commuter Concierge will help organize TDM Plan programs and communications for the tenant before they occupy the site. Pre-move engagement will assist employees with customized trip TDM Planning, registration for transit subsidies and commuter allowances, and program policies. The Commuter Concierge will become a constant resource for tenants and their employees and remain a project feature to meet the 45 percent alternative transportation mode-use rate.

The Commuter Concierge will provide employer training and commute program start-up assistance, TDM Planning assistance, and annual monitoring and survey reporting instructions. The overarching goals of this support function are to reduce commute trips for employees, formalize tenant commute programs, and assist with employee marketing and outreach. The Commuter Concierge will help property management prepare tenant materials for new employee orientation, production of kick-off events, coordination of carpool parties, commute e-news articles, employee assistance, and coordination of the annual transportation fair.

#### *Commute.org Shuttle Consortium*

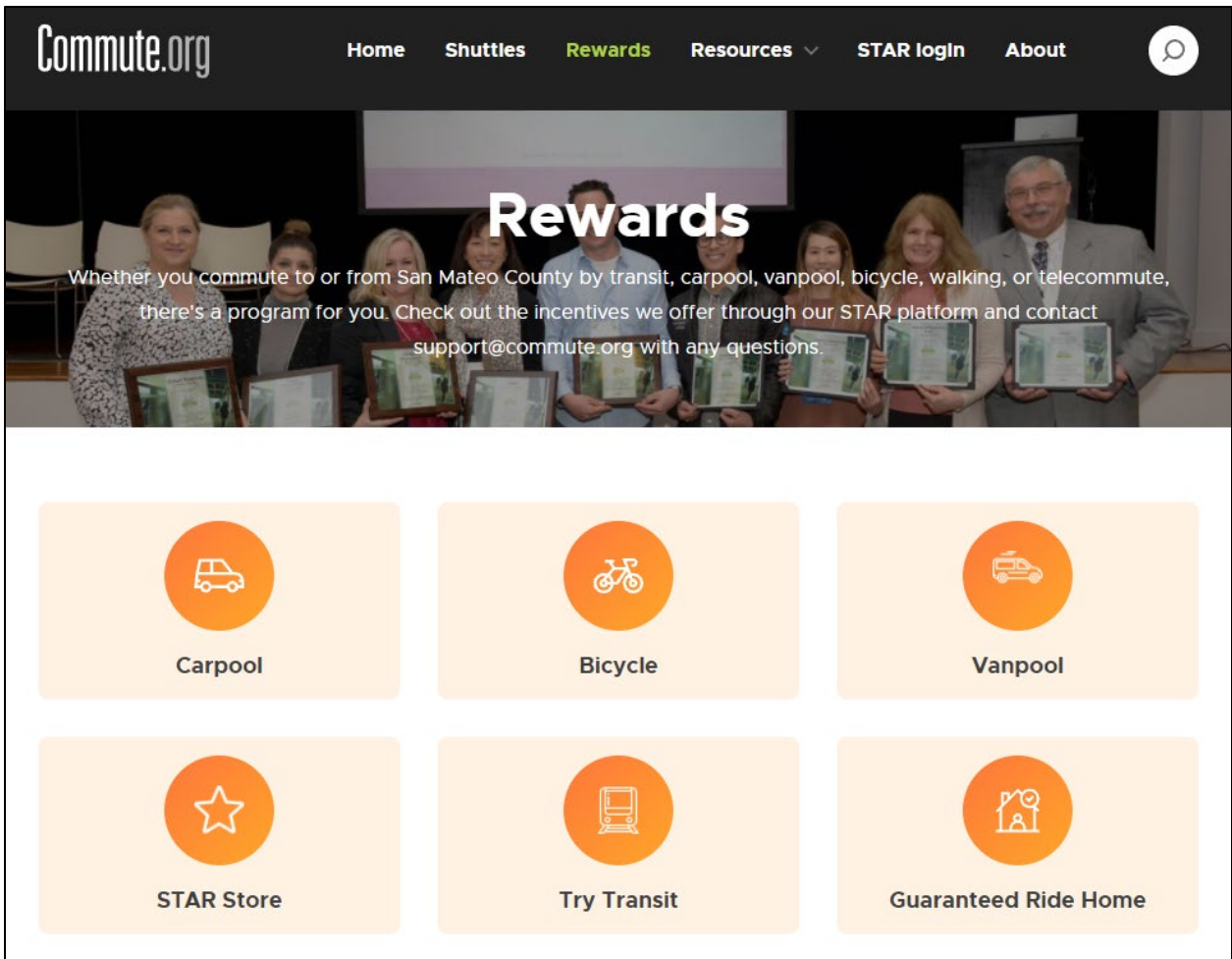
The project will participate in the Commute.org shuttle consortium program. With several Commute.org shuttles serving the area, direct site access to these shuttles will be a critical resource for tenants and their employees. The applicant will contribute funding as necessary to participate in the shuttle consortium.



#### *Commuter Incentives and Rewards*

The Commuter Concierge will promote various commuter incentives and rewards during the year.

Commute.org and the San Francisco Bay Area 511.org program offer many incentives. Commute.org provides a \$100 e-gift card carpool, vanpool, or bicycle reward and free trial transit tickets for new riders. Shown below is an image of the Commute.org incentives.



### ***Coordination of Trip Reduction Programs with Nearby Developments***

The Commuter Concierge will coordinate with nearby developments and employers to identify opportunities to leverage or co-op commuter resources. For example, employees or nearby building developments may have similar schedules as employees of the project. The Commuter Concierge will investigate carpool-matching options between the tenants and nearby employment sites to facilitate carpool candidate introductions.

### ***Unbundled Commuter Parking***

The project applicant will unbundle the cost of parking from the rent to the tenant(s). Unbundled parking allows the tenant to choose whether to charge employees for parking and introduces the possibility of commuters paying for their parking.



### ***Parking Management Technology Solution***

The project may track and invest in a parking management technology such as Lumo or OneCommute to administer parking programs involving reservations, incentives, and performance tracking.

### ***Scheduled Mobile Bicycle Maintenance Service***

The Commuter Concierge will coordinate periodic mobile repair services for its bike commuters. Mobile repair and services companies (e.g., Velofix, Summit Bikes) will travel to the site and provide on-site repair and maintenance services for cyclists.



### ***Best "Sites" for Commuters National Recognition***

The project will seek a Best "SITES" for Commuters (BWC) certification. The Best Workplaces for Commuters program provides qualified sites with national recognition and an elite title for offering outstanding commuter benefits. Residential locations, employers, and developments that meet the National Standard of Excellence in commuter benefits can get on the Best Workplaces for Commuters list. The 121 East Grand Avenue project will be eligible for a national Best "SITE" for Commuters designation as a development site.



## **11.0 TENANT COMMUTER EMPLOYEE BENEFITS - MANDATORY**

### ***Transit Subsidies***

Tenant(s) will offer all employees a transit subsidy or a transit pass for commuting to the project site. A transit subsidy program may include participation in the Caltrain GoPass or SamTrans Way2Go program or a comparable transit subsidy or commute allowance program.

To be successful, the future tenant(s) will need the flexibility to choose the type and amount of transit subsidy and incorporate benefit programs that best suit their employees' needs. Transit subsidies may be equivalent to the cost of a two-zone Caltrain monthly pass, and the tenant may provide these subsidies in tandem with the pre-tax payroll deduction program.



### **Caltrain GoPass:**

The Caltrain Go Pass program allows companies to purchase annual unlimited-ride passes for all eligible employees. A Go Pass sticker affixes to an approved identification badge, and the user presents it on the train as proof of payment. The Go Pass is good for travel on Caltrain between all zones, seven days a week, for one low annual cost per user.<sup>6</sup>

### **SamTrans Way2Go:**

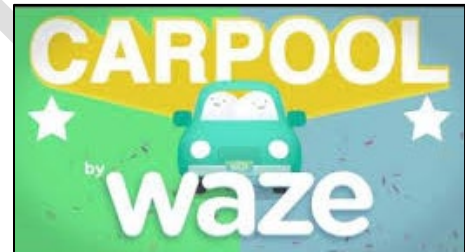
The SamTrans Way2Go program allows companies to purchase annual unlimited-ride passes for all eligible employees. Customers swipe their Way2Go Pass through the farebox when boarding SamTrans. The Way2Go Pass is valid on all SamTrans fixed-route services. The Way2Go Pass is valid for a calendar year and expires on December 31 each year.<sup>7</sup>

### **Vanpool Subsidies**

Tenants will offer vanpool subsidies equivalent to the amount provided to transit riders. Employees can form vanpools through a vendor such as *Commute with Enterprise* and utilize an allowance to cover gas, parking, and more. Employees may use a vanpool subsidy with pre-tax payroll deductions and incentives from Commute.org and 511.org.

### **Carpool Commuter Allowance**

The tenant(s) will provide employees with carpool allowances. Carpool allowances can be used for an employee to employee, informal carpools, or rides made through Scoop and Waze Carpool apps. Ridesharers may leverage this taxable allowance with existing incentives from Commute.org and 511.org.



### **Bicycle Commuter Allowance**

The tenant(s) will provide employees with bicycle allowances. Bicycle allowances can be used for bike trips logged through the Strava app. Ridesharers may leverage this taxable allowance in conjunction with existing incentives from Commute.org.

### **Pre-tax Transit Payroll Deduction Option**

The tenant(s) will offer a transit and vanpool pre-tax payroll deduction option for employers to provide transit and vanpool expenses on a tax-free basis. The monthly cap for the transit and vanpool benefits is now \$280/month as of 2022. The transit and vanpool pre-tax benefits are a valuable and easy tool for employers to provide options to their employees.

Employees elect to withhold funding from their paycheck to purchase fare media for transit or vanpools. The employee's monies withheld are untaxed, and the employer does not pay

<sup>6</sup> [http://www.caltrain.com/Fares/tickettypes/GO\\_Pass.html](http://www.caltrain.com/Fares/tickettypes/GO_Pass.html)

<sup>7</sup> [http://www.samtrans.com/fares/faretypes/Way2Go\\_Program.html](http://www.samtrans.com/fares/faretypes/Way2Go_Program.html)

employment taxes on those funds. The transit and vanpool pre-tax benefits help reduce congestion, increase transit ridership, and improve air quality.

#### ***Pre-tax Parking Payroll Deduction Option***

The tenant(s) will offer a parking pre-tax payroll deduction option for employers to provide parking expenses tax-free. The monthly cap for the parking benefits is now at \$280/month as of 2022.

Employees elect to withhold funding from their paycheck to purchase payment media for parking expenses incurred at transit stations. The employee monies withheld are untaxed, and the employer does not pay employment taxes on those funds.

#### ***Parking Cash-Out***

If the tenant pays for parking (as opposed to the employee paying), they will offer a parking Cash-Out program. Parking Cash-Out programs allow commuters to receive an alternative incentive to not drive to work. The employer will provide this incentive in payroll tax-deductible cash allowances equal to their pay for each parking space.

#### ***Telework/Remote Work Option***

The tenant(s) will allow their employees to work remotely when viable. Telework infrastructure will ensure that teleworkers enjoy fast, smooth data transmission between their workplace and telework space. Telework options reduce or eliminate the need for commute travel to work.

#### ***Alternative Work Schedule Option – Flextime, Compressed Workweek***

The tenant(s) will offer their employees the option to use an alternative work schedule. An alternative work schedule may include a compressed workweek (e.g., a four-day week) option or flextime (e.g., adjusting work hours to fit arrival and departure times).

A compressed workweek lets employees work longer hours but shorter weeks. The shortened workweek and shifted hours may help employees avoid rush-hour traffic and reduce commute days. Employees also have an additional day for leisure activities, personal business, and family time.

Typical compressed work options include a 9/8/80 workweek and a 4/10 schedule. A 9/8/80 work schedule is eight, nine-hour workdays (72 hours) plus one eight-hour day, totaling 80 hours over two weeks. This program allows employees to have one day off every two weeks. A 4/10 schedule enables the employee to work four 10-hour days per week. Employees typically are divided into two groups: one group works Monday through Thursday; the other group works Tuesday through Friday.

Flextime provides versatility, enables employees to use rideshare options conveniently, and avoids traffic congestion and transit crowding. It is also an attractive employee recruitment tool that

allows employees to work around childcare or school schedules. The Project tenant(s) will offer alternative work schedules to employees who use an alternative transportation mode to maximize alternative mode use.

## 12.0 TENANT COMMUTER SERVICE & RESOURCES

Building tenants will partner with the project and property management to develop employee commute programs and services. As written in the lease agreement, the tenant must provide a designated employee transportation coordinator, participate in the emergency guaranteed ride home program (GRH), and offer a transit subsidy or transit passes to all employees.

### *Designated Employer Contact/Employee Transportation Coordinator*

The tenant will identify a designated contact to implement the TDM programs described in this plan. The specified employer contact will maintain commuter information, marketing, and outreach and work with the Commuter Concierge to conduct annual employee commuter surveys. The selected liaison may be the employee transportation coordinator (ETC), whose role will manage and monitor the alternative commute program. The ETC's primary responsibility will be to implement employer-specific commuter benefits and community-wide programs. The ETC will be responsible for providing ongoing commute assistance to employees, producing on-site transportation fairs and promotional events, collaborating with Commute.org and 511 to maximize rideshare resources, and working closely with the Commuter Concierge.

The ETC will provide the following services:

- Promote trip reduction and air quality strategies to employees at the site.
- Promote the emergency ride home program to employees.
- Be the main point of contact for employees who wish to commute using an alternative transportation mode.
- Work with local agencies such as Caltrain, BART, SamTrans, Ferry, Commute.org, 511 Rideshare, Silicon Valley Bicycle Coalition, Genentech shuttles, and the Bay Area Air Quality Management District (BAAQMD).
- Post informational materials on the company commuter website, a transportation kiosk, and disperse alternative program information to employees via designated employer contacts, posters, flyers, banners, e-newsletters, new employee orientation, etcetera.
- Participate in the BAAQMD Spare the Air program to encourage employees not to drive to work alone.
- Register yearly with the Bay Area Commuter Benefits Program.





- Coordinate various aspects of the program that require periodic updating or monitoring, such as car and vanpool registration and bike locker assignments; and,
- Develop and manage the company transportation and commute information portal. The portal will contain transportation information, resources, links, promotions, incentives, prizes, awards, spare the air notices, transit links, 511 ride-matching, and other related information.

Alternative transportation programs will be presented to commuters comprehensively and proactively, just like any other employee program.

An employee commute program is a big-picture process that explains the area's air quality problems and describes how fighting air pollution is part of being a good corporate citizen. The ETC will work to build employee participation in the commute programs.

#### ***Commute Information Web Portal/Intranet***

The tenant(s) or their ETC will establish comprehensive transportation and commute information website for employees. The project will contain transportation information, resources, and links, including promotions, incentives, Bay Area Spare the Air notices, guaranteed ride home information, transit schedules, 511 ride-matching, and other related information. Shown below is a mock image of an employee transportation information portal.

## Mock Employee Transportation Information Portal

# 121 E. GRAND AVE.

SOUTH SAN FRANCISCO COMMUTE OPTIONS

Looking for Something?

HOMECARPOOL & VANPOOLTRANSIT & SHUTTLESBICYCLESCOMMUTER RESOURCESSERVICESCONTACT



### ABOUT COMMUTE OPTIONS

This site has been created as a convenient resource hub for South San Francisco Commuters. By choosing an alternative transportation method, instead of driving alone, you help reduce traffic congestion, greenhouse gases and improve air quality. Commute options, such as biking, carpooling, vanpooling or taking transit or the ferry, can reduce stress, save money, enhance productivity, and create a better work/life balance.

For additional information or assistance, please contact the 121 E. Grand Ave. Coordinator, Elizabeth Hughes, at [commute@121EastGrandAve.com](mailto:commute@121EastGrandAve.com).

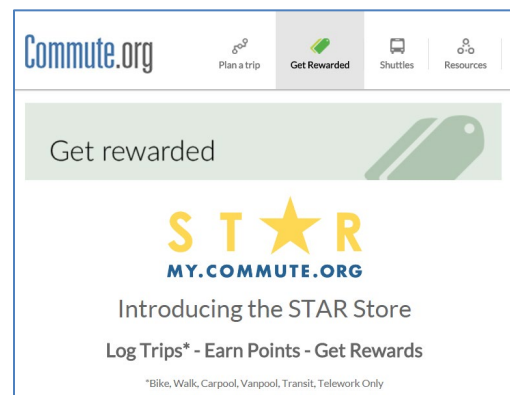


### Guaranteed Ride Home Program

The My.Commute.org STAR program offers employees access to the free guaranteed ride home (GRH) program.

Employees who enroll in the program (who do not drive alone to work) will receive a reimbursement for the cost of an Uber or Lyft ride home. The GRH trip reimbursement provides up to \$60 per ride (four trips per eligible commuter per year).

The GRH program is incorporated in the Commute.org STAR Platform and requires users to be registered in advance to participate in the program.



#### WHO IS ELIGIBLE FOR A GRH REIMBURSEMENT?

- Must be 18 years or older
- Must work or go to a participating college in San Mateo County
- Used an alternative to driving alone to get to work or college on day GRH is needed
- Must have a STAR account and log trip to work or college on my.commute.org

#### WHAT TYPES OF EMERGENCIES ARE ELIGIBLE FOR A QUALIFIED GRH TRIP?

- Personal or family illness or emergency
- Home emergency
- Eldercare or daycare emergency
- Bicycle theft or breakdown
- Unforeseen change of work schedule
- Inclement weather (for walkers/bicyclists)
- Carpool partner emergency resulted in loss of ride home

#### WHAT TYPES OF TRIPS OR REASONS ARE NOT COVERED?

- Transit delays
- Natural disasters
- Personal errands or appointments
- Ride to work
- Using a ride-hailing app (e.g. Uber or Lyft) to work or college is not a qualifying alternative commute mode
- Carpool app provider cannot find a match to get the commuter home
- Non-emergency side trips
- Business related travel
- Transportation to a doctor or hospital resulting from an on-the-job injury (GRH cannot be used to replace an employer's legal responsibility under workers' compensation regulations.)

#### HOW WILL I GET HOME?

GRH program participants decide how to get home (e.g. taxi, ride-hailing app, transit, or combination).



#### HOW DO I REQUEST A REIMBURSEMENT?

STAR users can redeem a GRH reimbursement request via the incentives area in their STAR account. Participants must complete questionnaire provided in reimbursement request and provide GRH trip receipt(s) to receive reimbursement.

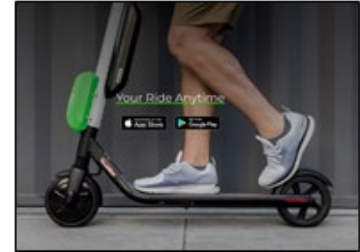
Reimbursement requests must be submitted within 30 days of GRH trip.

Visit [Commute.org](https://www.commute.org) and click on the **Guaranteed Ride Home** button for program rules and limitations.



### ***Regional Bikeshare Participation - Conceptual***

If the City establishes a public bikeshare program, the project will promote and offer employees discounted bicycles and scooters. Bikeshare and scooter programs encourage people to use bikes and scooters as options for first- and last-mile trips while minimizing traffic and parking congestion.



### ***Annual Bike Safety Seminar***

The tenant(s) will coordinate with Commute.org to host an annual bicycle safety presentation. Commute.org, in partnership with a nationally certified League Cycling Instructor (LCI), offers free bicycle safety workshops. The workshop covers practical and safety information, including:

- Planning your route, including connections to rail and water transit stations
- Equipping yourself and your bike
- Ways to communicate with other road users safely and confidently
- Using Google Maps to explore route options
- Other resources include the San Mateo County's bikeways and safe cycling booklet



### ***Carpool and Vanpool Ride-matching Services***

Tenants will promote free ride-matching services, and the ETC will actively match potential vanpool partners using employee zip code data. Additionally, San Francisco Bay Area 511.org works with private ride-matching companies to provide commuters with alternative ridematching resources. A sample of ridematching services includes the following:



### Regional Rideshare Program

Commute.org and 511.org's Merge offers online tools to assist commuters in finding matches for carpooling. The project will present these online tools to residents and encourage carpooling as a commuter option.

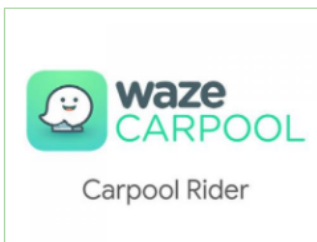


#### **Merge**


The best way to find a long-term carpool partner is with Merge. You will be matched with someone along your route, agree on days to carpool, and keep that same partner as long as you like. There are no built-in charges to use the service or carpool. [Register here](#).

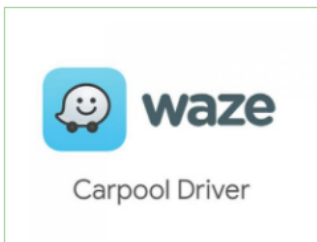
### Scoop and Waze Apps

Residents will receive free ride-matching service information. San Francisco Bay Area 511.org is working with private ride-matching companies to provide commuters with alternative resources. The private ride-matching companies can give the commuters carpool matches via Scoop, Waze, and Waze Carpool.




#### **Waze Carpool Rider**

Users coordinate their own carpools by selecting from available drivers. [Download Waze Carpool](#)  today to get started.




#### **Waze Carpool Driver**

The popular navigation [app](#)  allows drivers to offer carpools to riders. Click "Carpool" in the bottom right of your screen to access and fill out a driver carpool profile and you're on your way to driving a carpool.



#### **Scoop**

Automated matching ideal for morning and evening work commutes. [Download Scoop](#)  and set up your carpool preferences today.

### ***Carpool Incentive Programs***

- Merge 511 Rewards – Carpoolers can log their trips on the <https://merge.511.org/#/> website to earn rewards. Commuters receive a \$25 e-gift card for every 25 carpool trips completed.
- Carpool (HOV) Lanes – Carpool lanes, also known as high-occupancy vehicle (HOV) lanes, can reduce commute times. Commuters must be in a carpool, vanpool, public transit vehicle, or riding a motorcycle to use the carpool lanes during commute hours. Carpool lanes vary in their hours of operation and the minimum number of people per car. HOV hours of operation and number of passengers can be found at <https://511.org/carpool-vanpool/carpool/lanes>.
- Park and Ride Lots – Located conveniently throughout the Bay Area are 150 free park-and-ride lots where carpool partners or vanpools can meet in a central location. Many lots also feature easy access to transit connections and bike lockers.
- San Mateo County Carpool Commuters \$100 Reward – Employees who live in or commute through San Mateo County can participate in the Commute.org \$100 carpool incentive program. Employees who have ten days of carpooling activities and log or track their carpool trips in the STAR program may receive a \$25 e-gift card, up to \$100.



### ***Vanpool Incentive Program***

- San Mateo County \$100 Vanpool Reward – Commuters who live or drive through San Mateo County can participate in [the vanpool incentive](#) program. Commute.org will reward vanpool commuters with up to \$100 when they log their vanpool trips on the commute.org STAR portal as an incentive for vanpooling. The tenant ETC will promote this subsidy to employees.
- Access to MTC \$350 Vanpool Subsidy – The tenant(s) will inform their employees about the \$350 monthly vanpool subsidy available from 511.org and the Metropolitan Transportation Commission (MTC). The Bay Area 511 Vanpool Program partnered with Commute with Enterprise to provide an all-inclusive option to make vanpooling easy. A Commute with Enterprise vanpool comes with a newer model, low-mileage van, or SUV, including roadside assistance and maintenance.



### ***Bicycle Incentive Programs***

The ETC will promote access to the Commute.org \$100 bicycle reward incentive. Commuters that log their bicycle trips on the Commute.org website will be eligible to receive up to \$100 in e-gift cards per year. For ten bicycle commuter trips, employees earn a \$25 e-gift card.

Bicycle commutes must start or end in San Mateo County and be tracked using the Strava app. Strava bicycle commutes must be automatically reported to STAR via the connected app option to count toward the reward. The STAR platform will only count Strava trips that start or end at the same work address that a commuter has saved in their STAR profile.



# STRAVA

### 13.0 TENANT COMMUTER MARKETING & OUTREACH

Active and involved tenant-employers will generate positive impacts on the success of the TDM Plan. The tenant shall participate in the following commute alternative programs to increase transit use and reduce the need for employees to drive alone to work.

#### ***New Employee Onboarding***

The project will establish a new employee commuter onboarding process to welcome and retain new employees. Onboarding may include pre-hire TDM Planning and support to coordinate employees' transportation needs.

Hired candidates will receive a written summary of commuter benefits and programs for their consideration. Once hired, the onboarding process will include an overview of commuter benefits, systems, services, and resources. Registration forms will engage employees in the transit and vanpool subsidies, emergency ride home program, and bicycle resources. Personalized support during welcome events and one-on-one sessions will educate new employees as they start employment.

#### ***Employee Transportation Fairs***

Project tenants may host periodic transportation events or tablings, and company wellness or benefits fairs will also feature transportation events. The tenant's ETC will add tabling space for the employer's commute program to join these employee events.



#### ***Newsletter Articles and Emails***

The ETC will write periodic rideshare articles or emails for internal newsletters (if desired), with ongoing highlights of alternative commuters and their successes. Internal company notices and incentive promotions should attract the attention of commuters, generate excitement about the use of commute alternatives, and reward those who rideshare.

The ETC will register with the BAAQMD to receive regional air quality forecast bulletins about unhealthy air quality days for the Spare the Air program. Employees will receive, from the ETC, direct email updates encouraging them to use alternative transit modes during peak advisory periods.

#### ***Transportation Management Association Engagement***

Transportation Management Associations (TMAs) are typically private, and nonprofit organizations run by a voluntary Board of Directors and a small staff. They help businesses, developers, building owners, local government representatives, and others collectively establish policies, programs, and services to address transportation problems. The key to a successful TMA



lies in the synergism of multiple groups banding together to address and accomplish more than any single employer, building operator, or developer could do alone.

Commute.org (formerly the Peninsula Traffic Congestion Relief Alliance) operates as a TMA organization in the City of South San Francisco. Commute.org provides:

Commute.org

- Shuttle programs
- Carpool and vanpool matching
- Parking management programs
- Trial transit passes
- Emergency ride home programs
- Enhanced bicycle facilities
- Car and vanpool incentives
- Transit advocacy
- Information on local issues
- Teleworking
- Training
- Marketing programs
- Promotional assistance
- Newsletter

Tenants and their ETCs will actively participate in Commute.org programs. Commute.org is a clearinghouse for alternative commute programs, incentives, and transportation projects affecting San Mateo County businesses.

### ***Best Workplaces for Commuters Designation***

The tenant(s) may seek certification for the Best Workplaces for Commuters (BWC). The Best Workplaces for Commuters provides qualified employers with national recognition and an elite designation for offering outstanding commuter benefits. Residential communities, employers, and developments that meet the National Standard of Excellence in commuter benefits can get on the Best Workplaces for Commuters national list.



As an employer, the future tenant(s) is eligible for a Best Workplaces for Commuters designation.

## SECTION III – TDM MONITORING AND REPORTING

A comprehensive program of TDM measures and incentives can reduce parking demand, traffic, and air pollution, creating a more sustainable employment environment while freeing up valuable land for higher and better uses.

Adequate parking, traffic congestion, and air pollution are critical concerns in maintaining a healthy economy for the City. Traffic congestion results in time lost to residents and commuters and increased demand for City fiscal resources for roadway construction and maintenance. According to the U.S. Environmental Protection Agency, "mobile sources account for more than half of air pollution in the United States. The primary mobile source of air pollution is the automobile." "...today's motor vehicles are still responsible for up to half of all the emissions released into the air." "In the Bay Area, the transportation sector accounts for more than 50 percent of air pollution and more than 40 percent of greenhouse gas emissions."<sup>8</sup>

### 14.0 MONITORING AND REPORTING

The TDM Plan intends to reduce SOV trips and lessen parking demand, traffic congestion, and mobile source-related air pollution. This TDM Plan achieves at least a 45 percent alternative transportation mode-use rate. It is crucial to ensure TDM measures are implemented and effective to evaluate the performance and success of the Project's TDM Plan.

#### **Tenant Performance and Lease Language – TDM Requirements**

The project will include lease language for the future tenant that requires identifying a designated employer contact responsible for implementing the TDM Plan (including annual survey, reporting, and registration in the emergency guaranteed ride home program). Sample lease language follows:

**Transportation Management.** *The tenant shall fully comply with all existing or future programs mandated by the City of South San Francisco to manage parking, transportation, or traffic in and around the Project and/or the Building. In connection therewith, the tenant shall take responsible action for the transportation TDM Planning and management of all employees located at the Premises by working directly with the Commuter Concierge, Landlord, any governmental transportation management organization, or any other transportation-related committees or entities. Such programs will include, without limitation: (i) restrictions on the number of average daily vehicle trips generated by tenants; (ii) increased vehicle occupancy; (iii) implementation of an in-house ridesharing program, transit subsidies, commuter allowances, and designation of an employee transportation coordinator; (iv) working with employees and any Project, Building or area-wide ridesharing program manager to conduct annual commuter surveys; (v) instituting employer-sponsored incentives (financial or in-kind) to encourage employees to rideshare;*

<sup>8</sup> Bay Area Air Quality Management District, Aaron Richardson, Public Information Officer

*participate in the Commute.org programs such as the guaranteed ride home program, and (vi) utilizing telework and flexible work shifts for employees, and be responsible for any financial penalties for non-attainment of vehicle trip reduction requirements.*

### **Annual Employee Commute Survey**

Because the TDM Plan is performance-based, the tenant will perform an annual commute program evaluation (a five-day, weekday commute survey), which will allow the Commuter Concierge, tenant, and the City to assess the effectiveness of the unique program designed for this project. Survey data can focus on marketing and outreach efforts to employees based on their specific commuter interests.

The commute survey will be a critical part of the monitoring process to evaluate and ensure the success of the TDM Plan's measures. Employees who do not participate in the commute survey will receive a drive-alone or SOV assignment by default. Therefore, the results will be appropriately conservative. Shown below is a sample commute survey question.

**6. How did you GET TO WORK LAST WEEK, (select the primary transportation method you used.) If you were out of the office, please describe your "typical" weekly commute activity.**

Commute Modes	
Monday	<input type="text"/>
Tuesday	<input type="text"/>
Wednesday	<input type="text"/>
Thursday	<input type="text"/>
Friday	<input type="text"/>

Drove alone to worksite

Rode as a passenger in a carpool (did not drive)

Carpooled with an employee/colleague

Vanpooled (5+ people)

Rode transit (bus, shuttle, train, etc.)

Biked to work

Walked/jogged to work

Teleworked/worked remotely

Rode motorcycle/scooter

Did not work this day

### **Annual Commute Survey Report**

Each year, the Commuter Concierge, in cooperation with the tenant and their ETC, will prepare an annual TDM summary report to be submitted to the City's Chief Planner, documenting the effectiveness of the TDM Plan and progress toward meeting the 45 percent employee alternative transportation mode-use rate.

The annual TDM summary report will include a determination of week-long employee commute methods obtained from the survey of employees. The summarized results from the employee survey will provide both quantitative data (e.g., mode split) and qualitative data (e.g., employee perception of the alternative transportation programs).

If the 45 percent alternative transportation mode-use rate is not achieved, the report will explain how and why the goal was not reached and specify additional measures and activities implemented in the coming year to improve the mode-use rate. Survey data may then be used to re-focus TDM marketing and the Commuter Concierge and employer(s) ETC efforts to maintain the project's 45 percent alternative commute mode-use rate and commitment at the site.

The first baseline survey will be conducted one year after occupancy, with subsequent employee surveys (and following annual surveys) held in the fourth quarter of each year. The table at the right shows a *sample* summary matrix of estimated alternative transportation user survey.

Commuter Modes	Percent Users
Transit /ferry	20.9%
Telework	11.9%
Carpool	11.2%
Bicycle/scooter	3.0%
Vanpool	3.0%
Walk	0.7%
<b>Commuters</b>	<b>51%</b>

#### **Annual Commuter Satisfaction Survey**

The project will utilize mid-year commuter satisfaction surveys to gather employee feedback and evaluate various aspects of the commuter program. This survey will help inform successes and opportunities within the program as it strives to meet performance goals.

#### **Triennial Driveway Report**

All projects that receive a FAR bonus require a triennial report. The purpose of the triennial report is to document the effectiveness of the final trip reduction plan in achieving the needed alternative mode-use and mitigation of net new peak-hour vehicle trips.

The project may compile the report via surveying commuters or conducting a driveway hose count study. In the latter case, driveway hoses will be placed for one week to track all trips and peak-hour trips, and the five-day peak-hour average will be calculated.

The peak period includes 6:00 a.m. to 10:00 a.m. and 3:00 p.m. to 7:00 p.m. Peak hour is when the heaviest daily traffic volume occurs and generally occurs during morning and afternoon commute times. Traffic counts will be obtained during AM and PM peak periods, and the volume from the heaviest hour of AM or PM traffic will be used to define peak hours for those periods. The highest number of net trips resulting from AM or PM peak hours will be used.

Net trips will be calculated by subtracting trips for existing uses from those generated by the new project. The triennial report, prepared by an independent consultant and paid for by the project, will work with the Commuter Concierge and the designated employer contact or the ETC.



**Submittal.** The triennial report shall be submitted every three years on the anniversary date of the granting of the certificate of occupancy for a building or facility.

4. **Response Rate.** The information for the triennial report shall be based on a survey response rate of 51 percent of employees working in the buildings. If the response rate is less than 51 percent, additional responses need to reach a 51 percent response rate will be counted as a drive alone trip.

5. **Required Alternative Mode Use.** The triennial report shall state whether the nonresidential development has or has not achieved its required percent alternative mode use. If the development has not achieved the required alternative mode use, the applicant shall provide an explanation of how and why the goal has not been reached and a detailed description of additional measures that will be adopted in the coming year to attain the required alternative mode use. Any and all additional measures must include an implementation schedule by month.

6. **Historical Comparison.** The triennial report shall include a comparison to historical responses on the survey and if a mode share has changed significantly, a detailed description as to why the mode share has changed.

7. **City Review.** The Chief Planner shall review all triennial reports. If at any time the reports indicate failure to achieve the stated policy goals, those reports will be submitted to the City Council.

8. **Penalty for Noncompliance.** If after the initial triennial report, the subsequent triennial report indicates that, in spite of the changes in the final trip reduction plan, the required alternative mode use is still not being achieved, or if an applicant fails to submit a triennial report at the times described above, the City may assess applicant a penalty. The penalty shall be established by City Council resolution on the basis of project size and actual percentage alternative mode use as compared to the percent alternative mode use established in the trip reduction plan.

*Source: Chapter 20.400 Transportation Demand Management, 20.400.008 Monitoring and Enforcement*

### **Penalty for Noncompliance**

Annual reports and triennial reports will be submitted to the City to monitor and document the effectiveness of the TDM plan in achieving the goal of 45 percent alternative mode usage.

- 1) **TDM Reports:** The initial TDM report on the property will be submitted two (2) years after granting a certificate of occupancy for the building. This requirement will apply to all buildings on the property except the parking facilities. The building's second and later reports shall be included in an annual comprehensive TDM report submitted to the City.
- 2) **Report Requirements:** The goal of the TDM program is to encourage alternative mode usage, as defined in Chapter 20.400 of the South San Francisco Municipal Code. The initial TDM report shall either:

- (1) state that the applicable property has achieved the Targeted Alternative Mode Usage, based on the number of employees in the redeveloped buildings at the time, providing supporting statistics and analysis to establish attainment of the goal; or
  - (2) state that the applicable property has not achieved the Targeted Alternative Mode Usage, explaining how and why the goal was not met, and a description of additional measures adopted in the coming year to attain the Targeted Alternative Mode Usage.
- 3) **Penalty for Non-Compliance:** If after the initial triennial report, the subsequent triennial report indicates that, despite the changes in the TDM plan, the Targeted Alternative Mode Usage is still not being achieved, or if the Owner fails to submit such a triennial report at times described above, the City may assess Owner a penalty per year for each percentage point below the Targeted Alternative Mode Usage goal.
- i. In determining whether a financial penalty is appropriate, the City may consider whether the Owner has made a good faith effort to meet the TDM goals.
  - ii. If the City determines that the Owner has made a good faith effort to meet the TDM goals, but a penalty is still imposed, such penalty sums, in the City's sole discretion, may be used by the Owner toward the implementation of the TDM plan instead of being paid to the City. If the penalty is used to implement the TDM Plan, the City shall review and approve an Implementation Plan before expending any penalty funds.
  - iii. Notwithstanding the preceding, the amount of any penalty shall bear the same relationship to the maximum penalty as the completed construction to which the penalty applies bears to the total amount of square feet of Office, Commercial, or Hotel use permitted to be constructed on the property. For example, if there are 100,000 square feet of completed construction on the property included within the TDM report for which the penalty is imposed, the penalty would be determined by multiplying the penalty amount times a fraction, the numerator of which is 100,000 square feet and the denominator of which is the maximum amount of square feet of building construction, excluding parking facilities, permitted on the property; this amount would then be multiplied by the number of percentage points below the Targeted Alternative Mode Usage goal.

As a condition of approval, applicants shall be required to reimburse the City for costs incurred in maintaining and enforcing the trip reduction program for the approved project. (Ord. 1432 § 2, 2010).

### No Expiration of TDM Plan or Programs

All measures in this TDM Plan will continue to be implemented by the applicant on an ongoing basis. There is no expiration of the TDM Plan as it runs in perpetuity, and the City of South San Francisco may conduct periodic on-site auditing to implement this plan.

### ITE Trip Generation Estimate

The Institute of Transportation Engineers maintains trip generation estimates for different land uses. The size and location anticipate generating 974 net new peak-hour vehicle trips for this project. The project will reduce peak-hour trips by 45 percent following the alternative mode-use requirement. The resulting allowable peak hour trips should not exceed 797 trips.

Land Use	ITE Code	Size	Unit	Daily Trip Rate	Daily Trips	AM Peak Hour				PM Peak Hour			
						Pk-Hr Rate	Trips			Pk-Hr Rate	Trips		
							In	Out	Total		In	Out	Total
Proposed Land Use													
Research & Development Building	760	941	ksf	11.08	10,426	1.03	795	174	969	0.98	148	775	922
Less: Existing Business Hotel	312	169	rooms	4.02	-679	0.39	-32	-34	-66	0.32	-24	-30	-54
Estimated net new project trips generated					9,747		762	141	903		123	745	868
Peak-hour trip reduction percent required					45%		45%	45%	45%		45%	45%	45%
Net new vehicle trips reduction required					-4,386		-343	-63	-406		-55	-335	-391
Net new peak-hour trips (not to exceed)					5,361		419	77	497		68	410	477

#### Notes:

All rates are from: Institute of Transportation Engineers, *Trip Generation*, 11th Edition

1. Land Use Code 760: Research & Development Building (average rates, expressed in trips per 1,000 s.f.)
2. Calculations not verified by a traffic engineer.

### C/CAG Trip Reduction Measures Checklist

The City/County Association of Governments of San Mateo County develops bi-yearly Congestion Management Programs (CMP). These CMPs include a Land Use Guide that helps developments enact measures to mitigate vehicle trips associated with their projects. C/CAG has updated its Land-Use Guide, and calculations of vehicle trip mitigations using the latest proposed accounting system are estimated below. The points related to each trip reduction measure represent the relative impact of the individual measure. The C/CAG vehicle trip reduction impact using the project planned trip reduction measures is 80.5 percent. The table below summarizes the C/CAG-applicable measures implemented by this project. It fulfills the City of South San Francisco's alternative mode usage requirement to provide a completed checklist of trip reduction measures (Section 20.400.005, item A).

### About this Form

Any new development project anticipated to generate at least 100 average daily trips is subject to the C/CAG TDM Policy and must complete a TDM Checklist and implement associated measures to mitigate traffic impacts. [Read more at ccagtdm.org](https://ccagtdm.org)



#### Questions?

[support@ccagtdm.org](mailto:support@ccagtdm.org)

### A

### Applicant Information

Project Address		Contact First and Last Name
<input type="text"/>		<input type="text"/>
Parcel Number	Application Date	Contact Phone Address
<input type="text"/>	<input type="text"/> D <input type="text"/> D <input type="text"/> M <input type="text"/> M <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y	<input type="text"/>
Project Jurisdiction		Contact Email Address
<input type="text"/>		<input type="text"/>

### B Trip Reduction Target

Select one option based on your project's distance to high quality transit

[Read more about high quality transit at ccagtdm.org/high-quality-transit](https://ccagtdm.org/high-quality-transit)

Identify your project type

#### ☐ TOD

Less than 1/2-mile from high quality transit service

**25% Trip Reduction Required**

#### ☐ Transit Proximate

1/2 to 3 miles from high quality transit service

**35% Trip Reduction Required**

#### ☐ Non-Transit Proximate

More than 3 miles from high quality transit service

**35% Trip Reduction Required**

### C

### Required Measures

You must select all measures that apply for your project type

[Click on each measure's title for more information](#)

Measure	Project Types	Percentage	Yes
<b>1 M1 – Free/Preferential Parking for Carpools</b> Provide free or preferential parking, including reserved spaces or spaces near an entrance or other desirable location, to incentivize ridesharing.	ALL	<b>1%</b>	<input type="checkbox"/>
<b>2 M3 – TDM Coordinator/Contact Person</b> Provide TDM coordinator/liaison for tenants. May be contracted through 3rd party provider, such as Commute.org.	ALL	<b>0.5%</b>	<input type="checkbox"/>
<b>3 M4 – Actively Participate in Commute.org or Transportation Management Association (TMA) Equivalent</b> Obtain certification of registration from Commute.org or equivalent TMA incorporation documents. Select only one based on Project Type	TOD & Non-transit Proximate Transit Proximate	<b>6.5%</b> <b>16.5%</b>	<input type="checkbox"/> <input type="checkbox"/>
<b>4 M5 – Carpool or Vanpool Program</b> Establish carpool/vanpool program for tenants and register program with Commute.org.	ALL	<b>2%</b>	<input type="checkbox"/>
<b>5 M6 – Transit or Ridesharing Passes/Subsidies</b> Offer tenants passes or subsidies for monthly public transit or ridesharing costs incurred, equivalent to 30% of value or \$50 – whichever is lower.	ALL	<b>10%</b>	<input type="checkbox"/>
<b>6 M7 – Pre-Tax Transportation Benefits</b> Offer option for tenants to participate in a pre-tax transit program to encourage the use of sustainable transportation modes and leverage pre-tax income to pay for commute trip costs.	ALL	<b>1%</b>	<input type="checkbox"/>
<b>7 M8 – Secure Bicycle Storage</b> Comply with CalGREEN minimum bicycle parking requirements.	ALL	<b>1%</b>	<input type="checkbox"/>
<b>8 M9 – Design Streets to Encourage Bike/Ped Access</b> Design adjacent streets or roadways to facilitate multimodal travel.	ALL	<b>1%</b>	<input type="checkbox"/>
<b>9 M25 – Showers, Lockers, and Changing Rooms for Cyclists</b> These amenities serve as end of trip facilities for employees arriving by bike or other active transportation forms.	ALL	<b>2%</b>	<input type="checkbox"/>
<b>10 Total from Required Measures</b> Sum percentages from each selected measure from rows 1–9		<input type="text"/> %	

Form Continues on Page 2 →



### D Additional Recommended

Select enough to meet the trip reduction target from section B

[Click on each measure's title for more information](#)

Measure	Project Types	Percentage	Yes
<b>11 M12 – Flex Time, Compressed Work Week, Telecommute</b> Flex time allows employees some flexibility in their daily work schedules. Compressed work week allows employees to work fewer but longer days. Telecommuting functions similarly, allowing employees to work from home rather than the office, reducing vehicle travel on the days they work remotely.	ALL	5%	<input type="checkbox"/>
<b>12 M14 – Paid Parking at Market Rate</b> Offer hourly/daily parking rates proportional to monthly rate or equivalent to cost of transit fare.	ALL	25%	<input type="checkbox"/>
<b>13 M15 – Reduced Parking</b> Provide off-street parking at least 10% below locally-required minimums, or else below the locally-permitted parking maximums. Consideration may be required of potential spillover parking into surrounding areas.	ALL	10%	<input type="checkbox"/>
<b>14 M16 – Short-Term Daily Parking</b> Offer daily or hourly parking rates that are proportional to the monthly rate or approximately the cost of a transit fare.	ALL	2%	<input type="checkbox"/>
<b>15 M17 – Developer TDM Fee/TDM Fund</b> Voluntary impact fee payment on a per unit or square footage basis, to fund the implementation of TDM programs.	ALL	4%	<input type="checkbox"/>
<b>16 M18 – Car Share On-Site</b> Provide on-site car share or vehicle fleets.	ALL	1%	<input type="checkbox"/>
<b>17 M19 – Land Dedication or Capital Improvements for Transit</b> Contribute space on, or adjacent to, the project site for transit improvements. Select one or more	Bus Pullout Space <input type="checkbox"/> 1% Bus Shelter <input type="checkbox"/> 1% Visual/Electrical Improvements (i.e., Lighting, Signage) <input type="checkbox"/> 1% Other (i.e., Micromobility Parking Zone, TNC Loading Zone) <input type="checkbox"/> 1%	ALL → <input type="text"/> % Total percentages selected	<input type="checkbox"/>
<b>18 M20 – Shuttle Program/Shuttle Consortium/Fund Transit Service</b> Establish a shuttle service to regional transit hubs or commercial centers. Shuttle service should be provided free of charge to employees and guests.	Non-transit Proximate	10%	<input type="checkbox"/>
<b>19 M21 – Bike/Scooter Share On-Site</b> Allocate space for bike/scooter share parking.	All	1%	<input type="checkbox"/>
<b>20 M22 – Active Transportation Subsidies</b> Offer biking/walking incentives to tenants, such as gift card/product raffles.	All	2%	<input type="checkbox"/>
<b>21 M23 – Gap Closure</b> Construct or enhance quality of biking and walking facilities to/from site to existing trails, bikeways, and/or adjacent streets.	All	7%	<input type="checkbox"/>
<b>22 M24 – Bike Repair Station</b> Offer on-site bike repair space/tools in visible, secure area.	All	0.5%	<input type="checkbox"/>
<b>23 M26 – Pedestrian Oriented Uses &amp; Amenities on Ground Floor</b> Provide on-site, visible amenities to tenants and guests, such as cafes, gyms, childcare, retail.	All	3%	<input type="checkbox"/>
<b>24</b>	<b>Total from Additional Measures</b> Sum percentages from each selected measure from rows 11 – 23		<input type="text"/> %

### E Project Totals

Percentage from Required Measures  
 Section C Row 10  %

+ Percentage from Additional Measures  
 Section D Row 24  %

---

Total Percentage from all Selected Measures  
 Sum of required and additional measures  %

Trip Reduction Target  
 Copy from Section B  %

Total Percentage from all selected measures must be greater than or equal to Trip Reduction Target

### F Submit Checklist



See [ccagtdm.org/submission](https://ccagtdm.org/submission) for how to submit this form.

### Questions?



Email Us  
[support@ccagtdm.org](mailto:support@ccagtdm.org)



Visit Our Website  
[ccagtdm.org](https://ccagtdm.org)

## 15.0 CONCLUSION

The proactive 121 East Grand Avenue TDM Plan meets alternative mode-use rates and tenant transportation needs for the project. This TDM Plan identifies specific elements, measures, and actions that guide the project to promote existing resources and programs, enhance future benefits, and create a resident-focused program. Significant on-site amenities, employee outreach, ongoing marketing and promotions, a free guaranteed emergency ride home program, transit, vanpool subsidies, and a Commuter Concierge will provide the needed support for an effective and successful program at the 121 East Grand Avenue project.

This TDM Plan describes TDM measures integrated at the site to support tenant commuting and innovative efforts identified for implementation. It outlines the steps necessary (infrastructure, programming) for the property owner and property management to use when marketing to tenants. Periodic program assessments will provide the information needed to demonstrate effectiveness and goal attainment.

The TDM Plan details this commitment by emphasizing TDM infrastructure, amenities, and outreach activities to reduce average daily trips. Ridesharing strategies maximize existing transportation resources, support the City's General Plan's goals and objectives, and ultimately expand the transit system's reach for commuters.

The City of South San Francisco promotes environmental stewardship in maintaining a safe, healthy, and sustainable city, and it recognizes maintaining a stable climate system for current and future residents. The 121 East Grand Avenue Project will help South San Francisco thrive by balancing these needs with economic growth.

**Attachments**  
**Nearby Amenities**

# Nearby Amenities

## 121 E. Grand Avenue, South San Francisco, CA

Restaurants, Cafes/Delis, Coffee, and Bakeries	Phone #	Distance Away
<ul style="list-style-type: none"> <li><b>Max's Bakery &amp; Kitchen</b> 120 E Grand Ave, South San Francisco, CA</li> </ul>	650-219-8573	223 ft.
<ul style="list-style-type: none"> <li><b>Taste Restaurant (temporarily closed)</b> 250 Gateway Blvd, South San Francisco, CA</li> </ul>	650-589-3400	0.20 mi.
<ul style="list-style-type: none"> <li><b>Wendy's</b> 176 Gateway Blvd, South San Francisco, CA</li> </ul>	650-866-4460	0.30 mi.
<ul style="list-style-type: none"> <li><b>Starbucks</b> 176 Gateway Blvd, South San Francisco, CA</li> </ul>	650-866-3904	0.30 mi.
<ul style="list-style-type: none"> <li><b>H.L. Peninsula Restaurant</b> 608 Dubuque Ave, South San Francisco, CA</li> </ul>	650-616-8168	0.40 mi.
<ul style="list-style-type: none"> <li><b>Dumpling Empire</b> 216 Cypress Ave, South San Francisco, CA</li> </ul>	650-742-0838	0.40 mi.
<ul style="list-style-type: none"> <li><b>Pronto Pizza &amp; Pasta</b> 113 Grand Ave, South San Francisco, CA</li> </ul>	650-873-8200	0.40 mi.
<ul style="list-style-type: none"> <li><b>Los Compadres Taqueria</b> 116 Grand Ave, South San Francisco, CA</li> </ul>	415-466-5893	0.40 mi.
<ul style="list-style-type: none"> <li><b>Subway</b> 110 Grand Ave, South San Francisco, CA</li> </ul>	650-588-6755	0.40 mi.
<ul style="list-style-type: none"> <li><b>Peet's Coffee</b> 102 Grand Ave, South San Francisco, CA</li> </ul>	650-636-8600	0.40 mi.
<ul style="list-style-type: none"> <li><b>Di Napoli Pizzeria &amp; Ristorante</b> 202 Grand Ave, South San Francisco, CA</li> </ul>	650-873-5252	0.40 mi.
<ul style="list-style-type: none"> <li><b>Taco Bell</b> 199 Airport Blvd, South San Francisco, CA</li> </ul>	650-589-5472	0.50 mi.
<ul style="list-style-type: none"> <li><b>Cuneo Bakery</b> 210 Baden Ave, South San Francisco, CA</li> </ul>	650-871-9090	0.50 mi.
<ul style="list-style-type: none"> <li><b>Bertolucci's (temporarily closed)</b> 421 Cypress Ave, South San Francisco, CA</li> </ul>	650-588-1625	0.50 mi.
Retail	Phone #	Distance Away
<ul style="list-style-type: none"> <li><b>The Local Flea</b> 160 Sylvester Rd, South San Francisco, CA</li> </ul>	650-727-5864	0.10 mi.
<ul style="list-style-type: none"> <li><b>Whip-It! Brand</b> 170 Associated Rd Suite A, South San Francisco, CA</li> </ul>	800-500-0583	0.20 mi.
<ul style="list-style-type: none"> <li><b>7-Eleven</b> 128 Harbor Way, South San Francisco, CA</li> </ul>	650-871-8132	0.30 mi.
<ul style="list-style-type: none"> <li><b>Circle K</b> 221 Airport Blvd, South San Francisco, CA</li> </ul>	650-588-6058	0.40 mi.



<ul style="list-style-type: none"> <li>• <b>J&amp;J Market</b> 115 Grand Ave, South San Francisco, CA</li> </ul>	650-588-5695	0.40 mi.
<ul style="list-style-type: none"> <li>• <b>Furniture &amp; Mattress Liquidators</b> 305 Airport Blvd, South San Francisco, CA</li> </ul>	650-876-1936	0.40 mi.
<ul style="list-style-type: none"> <li>• <b>House of Color</b> 501 Airport Blvd, South San Francisco, CA</li> </ul>	650-588-7412	0.50 mi.
<b>Health, Beauty &amp; Fitness</b>	<b>Phone #</b>	<b>Distance Away</b>
<ul style="list-style-type: none"> <li>• <b>Luminous Day Spa</b> 204 Grand Ave, South San Francisco, CA</li> </ul>	650-871-0759	0.40 mi.
<b>Services</b>	<b>Phone #</b>	<b>Distance Away</b>
<ul style="list-style-type: none"> <li>• <b>J&amp;J Check Cashing</b> 244 Cypress Ave, South San Francisco, CA</li> </ul>	650-873-8200	0.40 mi.
<ul style="list-style-type: none"> <li>• <b>Western Union</b> 220 Cypress Ave, South San Francisco, CA</li> </ul>	650-589-6381	0.40 mi.
<b>Transportation, Gas, Shipping &amp; Storage</b>	<b>Phone #</b>	<b>Distance Away</b>
<ul style="list-style-type: none"> <li>• <b>SemaConnect Charging Station</b> 201 Gateway Blvd, South San Francisco, CA</li> </ul>	800-663-5633	0.20 mi.
<ul style="list-style-type: none"> <li>• <b>Tesla Supercharger</b> 250 Gateway Blvd, South San Francisco, CA</li> </ul>		0.20 mi.
<ul style="list-style-type: none"> <li>• <b>Flyers Energy CFN</b> 190 E Grand Ave, South San Francisco, CA</li> </ul>	650-873-8200	0.20 mi.
<ul style="list-style-type: none"> <li>• <b>ChargePoint Charging Station</b> 1 Corporate Dr, South San Francisco, CA</li> </ul>	888-758-4389	0.30 mi.
<ul style="list-style-type: none"> <li>• <b>ChargePoint Charging Station</b> 225 Gateway Blvd, South San Francisco, CA</li> </ul>	888-758-4389	0.30 mi.
<ul style="list-style-type: none"> <li>• <b>SemaConnect Charging Station</b> 225 Gateway Blvd, South San Francisco, CA</li> </ul>	800-663-5633	0.30 mi.
<ul style="list-style-type: none"> <li>• <b>Speedway</b> 176 Gateway Blvd, South San Francisco, CA</li> </ul>	650-737-9800	0.30 mi.
<ul style="list-style-type: none"> <li>• <b>76 Gas Station</b> 221 Airport Blvd, South San Francisco, CA</li> </ul>	650-588-0538	0.40 mi.
<ul style="list-style-type: none"> <li>• <b>Bay Area Tire &amp; Auto Service</b> 204 Biden Ave, South San Francisco, CA</li> </ul>	650-583-1134	0.50 mi.
<b>Banks &amp; ATMs</b>	<b>Phone #</b>	<b>Distance Away</b>
<ul style="list-style-type: none"> <li>• <b>ATM Flyers Gas Station</b> 176 Gateway Blvd, South San Francisco, CA</li> </ul>	888-758-4389	0.30 mi.
<ul style="list-style-type: none"> <li>• <b>ATM J &amp; J Market</b> 115 Grand Ave, South San Francisco, CA</li> </ul>		0.40 mi.
<b>Daycare</b>	<b>Phone #</b>	<b>Distance Away</b>
<ul style="list-style-type: none"> <li>• <b>BC Family Day Care</b> 270 Hillside Blvd, South San Francisco, CA</li> </ul>	650-952-5911	1.10 mi.
<ul style="list-style-type: none"> <li>• <b>The Learning Tree Daycare</b> 318 Magnolia Ave, South San Francisco, CA</li> </ul>	650-201-8971	1.10 mi.

# **TDM SPECIALISTS, INC. QUALIFICATIONS**



*A Transportation Demand Management Company*

**We are planners and technical experts** focused on development projects and improving employee mobility options. Our Transportation Demand Management (TDM) planning solutions reduce vehicle traffic, parking demand, greenhouse gases, and air pollution impacts. We work successfully with developers, employers, and government agencies to get TDM Plans approved and projects entitled. We also implement and manage on-site commuter programs and achieve required TDM goals.

Our TDM practitioners provide full-service commute and traffic mitigation, sustainable LEED planning, and air quality conformity. Serving as an extension of client staff, we provide a broad range of services to get the job done efficiently while meeting the unique needs of the client and specific jurisdiction.

**"We have finished the review of the Draft TDM. First let me say, that was the best TDM I have ever seen! The best by a large margin...a fantastic TDM Plan. Thank you so much."**

*Steve Lynch, AICP, Senior Planner, City of Santa Clara, California*

### **Transportation Demand Management**

TDM Specialists develop Transportation Demand Management plans, traffic mitigation plans, and sustainable programs that address green commuting, mobility, and constrained parking issues. The purpose of TDM is to promote more efficient utilization of existing transportation facilities, reduce traffic congestion and mobile source emissions, and ensure that projects are designed in ways to maximize the potential for alternative transportation use.

### **Commute Program Implementation**

We have a proven track record of getting employees out of their cars. As projects are built and occupied, TDM Specialists can develop the structure, outreach and promotions necessary to implement and manage employee Commute Programs. The initial start-up, implementation, and ongoing management of the Commute Program are designed to meet TDM or trip reduction objectives and requirements. The overarching goal of a Commute Program is to enhance the quality of life and reduce commute trips for project employees.

*Quality of life improvements can enhance employee recruitment, morale and retention, and increase productivity that create positive benefits for businesses.*

### **Sustainable Air Quality and Greenhouse Gas (GHG) Solutions**

TDM Specialists successfully implements trip reduction programs tailored to fit the project, and can typically reduce employee trips to the site by 30 percent. This results in reduced drive-alone trips and complies with requirements to reduce project GHG impacts. We coordinate the mechanisms to calculate and report these results to appropriate agencies.

Contact:

**Elizabeth L. Hughes**  
Senior Transportation Manager

**TDM Specialists, Inc.**  
5150 Fair Oaks Blvd, Suite 101-264  
Carmichael, CA 95608

**(408) 420-2411**  
[elizabeth.hughes@tdmspecialists.com](mailto:elizabeth.hughes@tdmspecialists.com)





*A Transportation Demand  
Management Company*

## Areas of Expertise

### Traffic Mitigation

TDM/TSM Mitigation Plans  
TDM Employer Training  
Commute Program Development  
Commute Program Management  
Commute Program Audits  
Commuter Surveys  
Transportation Fairs and Events  
Car Management Strategies  
Shuttle Programs  
TMA Management

### Parking Mitigation

Parking Demand Reduction  
Parking Management Strategies  
Parking Constraints Solutions

### Entitlement

Project Support  
Strategic Counsel  
Critical Response Support  
Environmental (EIR) Mitigation  
(Air Quality and Transportation)

### Sustainability

Greenhouse Gas Emission Reductions  
Supporting LEED Components  
Air Quality Mitigation Plans

### TDM Applications

- Office or R&D buildings
- Corporate Headquarters/Campus
- Master Plan projects
- Specific Plans
- Business Parks
- Hospitals/Medical Offices
- Retail/Shopping Centers
- Residential (multi family, single family, hi-rise, etc.)
- Special Events
- Recreation
- Universities and Colleges
- Warehouse and Manufacturing
- Airports and Transit Stations

### Development, Property Management and Employer Projects

- Facebook
- Genentech
- NVIDIA
- SAP Labs
- Intel Folsom
- Intel Santa Clara
- Nokia
- Yahoo! Inc.
- NetApp
- VMware
- McClellan Business Park
- Juniper Networks
- Sunnyvale City Center
- Marvell
- Access/Palm Source
- Alexandria Real Estate Equities
- Oyster Point Business Park
- Metro Air Park
- Raley Field
- Moffett Park Business and Transportation Association
- Intuitive Surgical
- The Allen Group
- Spieker Properties
- HCP, Inc.
- Granite Regional Park
- Hyatt Place Hotel – So. San Francisco
- So. San Francisco Business Center
- Masonic Homes of California
- Fairview River Landing
- Donahue Schriber
- BioMed Realty Trust
- Panattoni Development
- Taylor Properties Development Co.
- SKS Investments, LLC
- Shorenstein
- LBA Realty
- Jones Lang LaSalle
- California Farm Bureau
- California Highway Patrol
- Separovich • Domich
- Newell Real Estate Advisors
- LinkedIn
- Menlo Equities, LLC
- TMG Partners
- The Minkoff Group
- Arnell Enterprises, Inc.
- The Pollock Financial Group
- Wolff Enterprises

### Municipal & Agency Locations

- Sacramento Area Council of Governments
- California Highway Patrol
- County of Sacramento, Dept. of Human Services
- City of South San Francisco
- City of Mountain View
- City of Santa Clara
- City of Sunnyvale
- State of California, Dept. of General Services
- San Mateo City/County Association of Governments
- City of Union City
- Cal PERS
- Cal STBS
- Ogden City, UT
- City of Brisbane
- Grand Rapids Interurban Transit, MI
- City of Citrus Heights
- University of California San Diego West Campus
- Sacramento County International Airport

### Biotech, Pharmaceutical and Hospital Projects

- Genentech
- Amgen
- Rigel
- Takeda
- Onyx Pharmaceutical
- University of California San Diego, East Campus Medical Center
- Sutter Medical Center, Sacramento
- Mercy General Hospital
- Mercy San Juan Medical Center
- Enloe Medical Center
- Intuitive Surgical
- Blood Source
- Eclipsys, MA
- Counsyl, Inc.
- Theravance, Inc.