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Date:	August 16, 2023
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To:	City of Hesperia
Site:	KISS Warehouse EPD Project Number 22-031
Subject:	Vehicle Miles Traveled (VMT) Analysis

This memo evaluates the potential vehicle miles traveled for the KISS logistic Center Warehouse project, located on a 29.61 acres vacant site, 500 feet north of Phelan Road and west of US-395 in the City of Hesperia. The location of the project is shown in Figure 1 – Project Location, and the project site plan is shown in Figure 2 – Project Site Plan. The project proposes to construct a 655,468 SF industrial building comprising 639,468 SF of warehouse and 16,000 SF of office. This memo provides a Vehicle Miles Traveled (VMT) analysis based on the requirements of the City of Hesperia TIA Guidelines, July 2020.

Background

Senate Bill (SB) 743 was signed by Governor Brown in 2013 and required the Governor's Office of Planning and Research (OPR) to amend the CEQA Guidelines to provide an alternative to LOS for evaluating Transportation impacts. SB743 specified that the new criteria should promote the reduction of greenhouse gas emissions, the development of multimodal transportation networks and a diversity of land uses. The bill also specified that delay-based level of service could no longer be considered an indicator of a significant impact on the environment. In response, Section 15064.3 was added to the CEQA Guidelines beginning January 1, 2019. Section 15064.3 – Determining the Significance of Transportation Impacts states that Vehicle Miles Traveled (VMT) is the most appropriate measure of transportation impacts and provides lead agencies with the discretion to choose the most appropriate methodology and thresholds for evaluating VMT. Section 15064.3l states that the provisions of the section shall apply statewide beginning on July 1, 2020.

Vehicle Miles Traveled Screening Analysis

The City's Traffic Impact Analysis Guidelines provides VMT screening thresholds to identify projects that would be considered to have a less-than significant impact on VMT and therefore could be screened out from further analysis. If a project meets one of the following criteria, then the VMT impact of the project would be considered less-than significant and no further analysis of VMT would be required:

1. The project is located within a Transit Priority Area (TPA).
2. The project is located in a low VMT generating area.
3. Project Type Screening (the project generates fewer than 110 daily vehicle trips or is considered a local-serving land use).

The applicability of each criterion to the project is discussed below.

Screening Criteria–1 - Transit Priority Area Screening: According to the City's guidelines, projects located in a TPA may be presumed to have a less than significant impact. The project is not located in a TPA, therefore the project would not satisfy the requirements of Screening Criteria 1 – TPA screening.

Screening Criteria–2 - Low VMT Area Screening: The City's guidelines include a screening threshold for projects located in a low VMT generating area. Low VMT generating area is defined as traffic analysis zones (TAZs) with a total daily VMT/Service Population (employment plus population) that is less than the County of San Bernardino VMT/Service Population (noted to be 32.7 in the guidelines). The project's site was evaluated using the SBCTA VMT Screening Tool (SBCTA VMT Screening Tool (arcgis.com)). As shown in Figure 3, the VMT/Service Population of the project area is higher than the County average. Therefore, the project would not meet Screening Criteria 2 – Low-VMT Area Screening.

Screening Criteria 3 – Project Type: According to the City's guidelines, projects which generate fewer than 110 daily vehicle trips, propose local serving retail (retail projects less than 50,000 square feet) or other local serving uses would have a less than significant impact on VMT. As shown in Table 1, the project would generate more than 110 daily trips. Furthermore, the project is not a local serving use.

Because the project would not meet any of the City's screening criteria, the project would be required to prepare an analysis of VMT.

Figure 1: Project Location

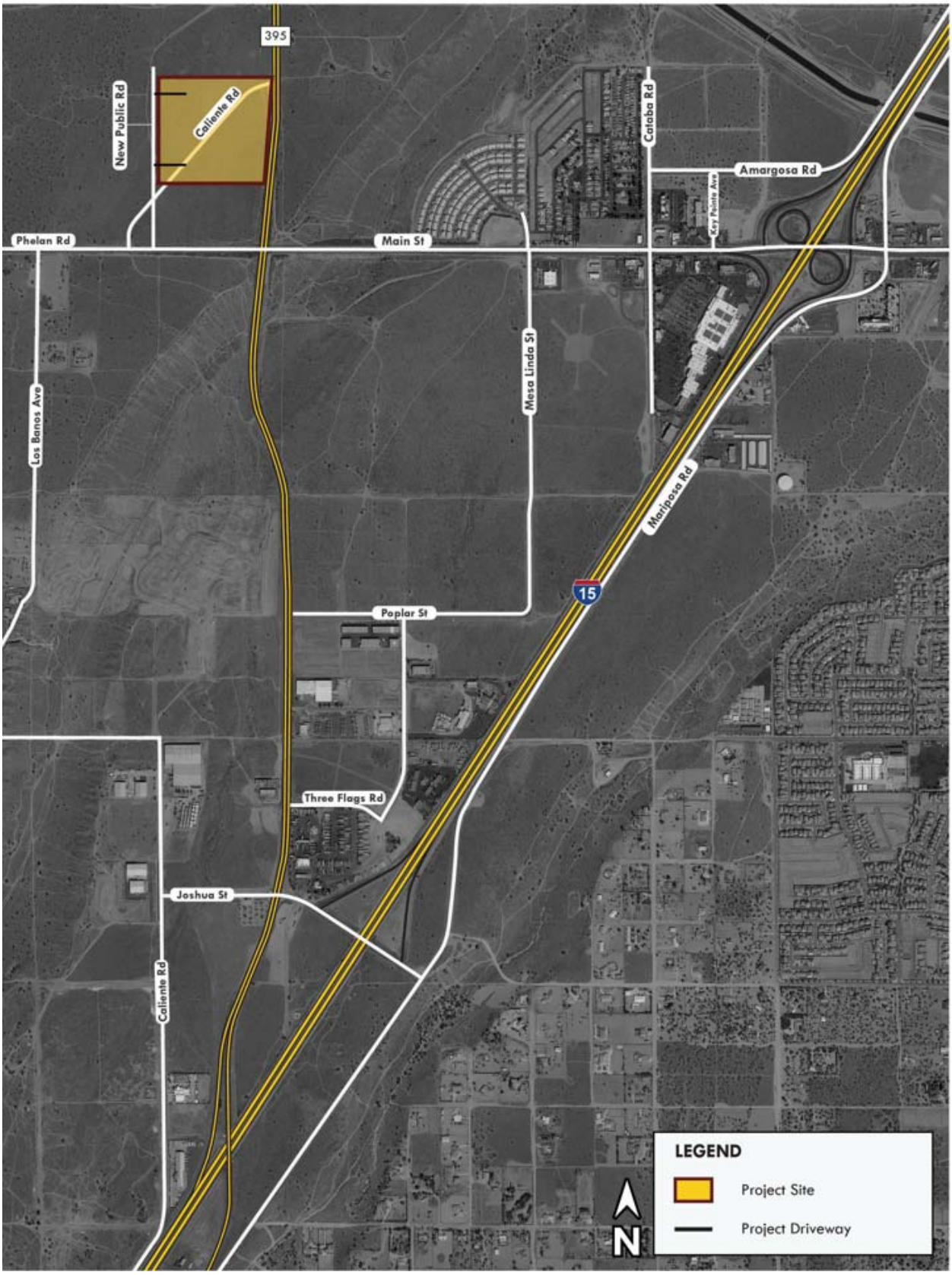
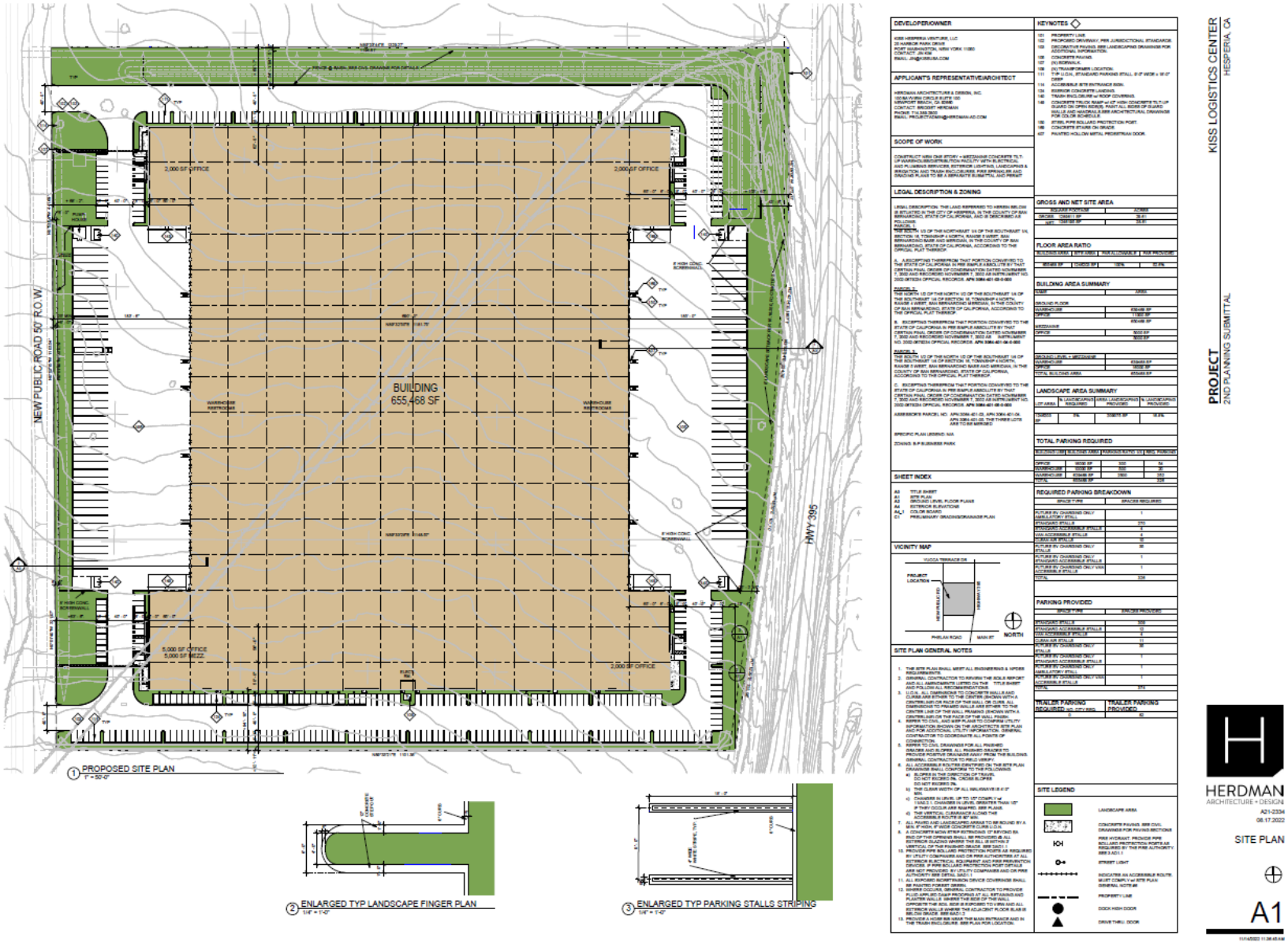


Figure 2: Project Site Plan



① PROPOSED SITE PLAN

② ENLARGED TYP LANDSCAPE FINGER PLAN

③ ENLARGED TYP PARKING STALLS STRIPING

Figure 3: Low VMT Screening

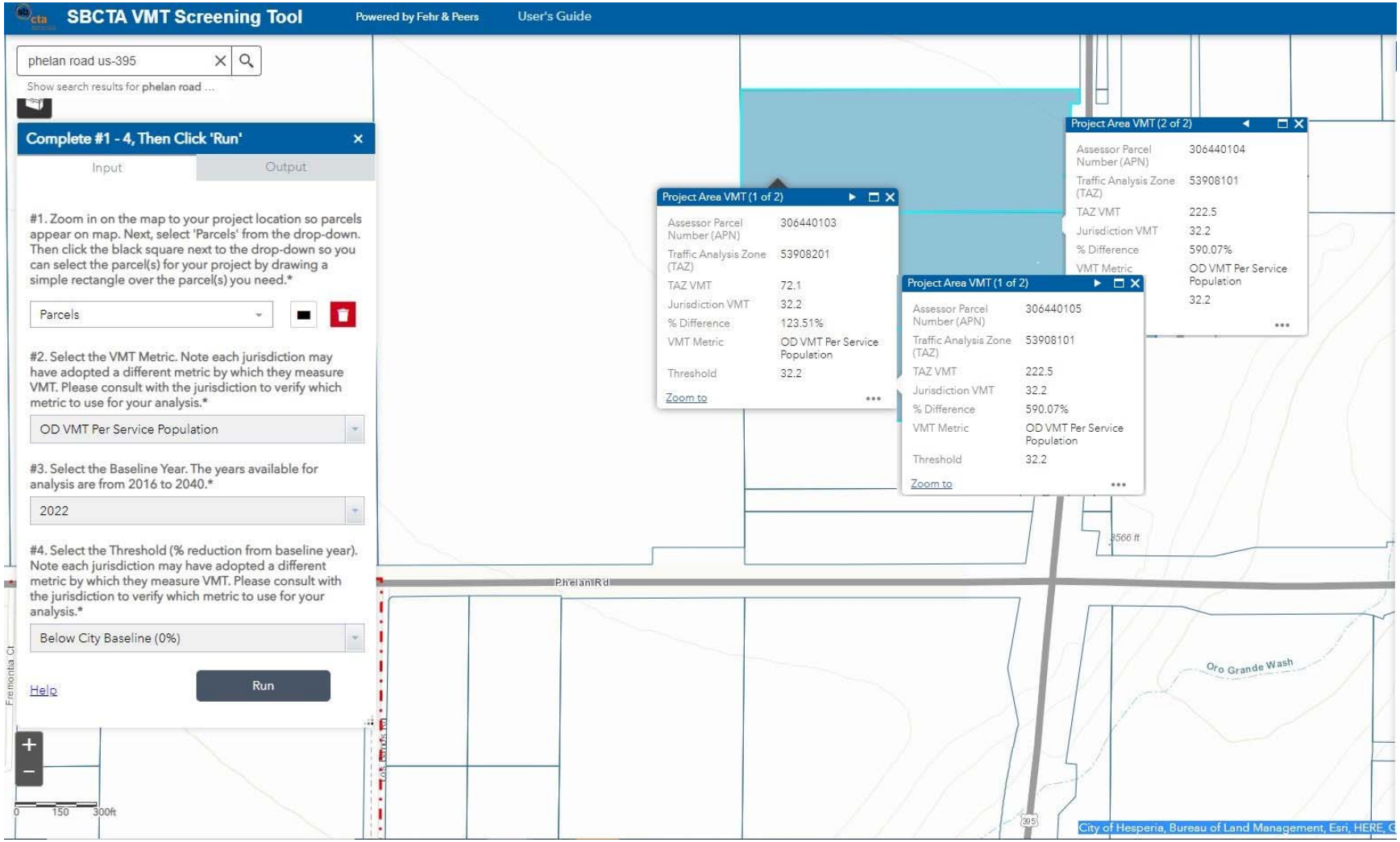


Table 1: Project Trip Generation

				AM Peak Hour			PM Peak Hour		
Land Use		**Units**	**Daily**	**In**	**Out**	**Total**	**In**	**Out**	**Total**
Trip Rates									
High-Cube Transload and Short-Term Storage[1]		TSF	1.40	0.06	0.02	0.08	0.03	0.07	0.10
Manufacturing[2]		TSF	4.75	0.52	0.16	0.68	0.23	0.51	0.74
Project Trip Generation									
High-Cube Transload and Short-Term Storage Without Cold Storage (75%)	491.601	TSF	688	30	9	39	14	35	49
Vehicle Mix[3]		***Percent***[3]							
Passenger Vehicles		72.50%	499	22	6	28	10	26	36
2-Axle truck		4.60%	32	1	1	2	1	1	2
3-Axle truck		5.70%	39	2	0	2	1	2	3
4+-Axle Trucks		17.20%	118	5	2	7	2	6	8
		100%	688	30	9	39	14	35	49
PCE Trip Generation[4]		***PCE Factor***							
Passenger Vehicles		1.0	499	22	6	28	10	26	36
2-Axle truck		1.5	48	2	1	3	2	1	3
3-Axle truck		2.0	78	4	0	4	2	4	6
4+-Axle Trucks		3.0	354	15	6	21	6	18	24
			979	43	13	56	20	49	69
High-Cube Transload and Short-Term Storage With Cold Storage (5%)	32.773	TSF	46	2	1	3	1	2	3
Vehicle Mix[5]		***Percent***[5]							
Passenger Vehicles		55.30%	25	1	1	2	1	1	2
2-Axle truck		15.50%	7	0	0	0	0	0	0
3-Axle truck		4.90%	2	0	0	0	0	0	0
4+-Axle Trucks		24.30%	12	1	0	1	0	1	1
		100%	46	2	1	3	1	2	3
PCE Trip Generation[4]		***PCE Factor***							
Passenger Vehicles		1.0	25	1	1	2	1	1	2
2-Axle truck		1.5	11	0	0	0	0	0	0
3-Axle truck		2.0	4	0	0	0	0	0	0
4+-Axle Trucks		3.0	36	3	0	3	0	3	3
			76	4	1	5	1	4	5
Manufacturing (20%)	131.094	TSF	623	68	21	89	30	67	97
Vehicle Mix[3]		***Percent***[3]							
Passenger Vehicles		72.50%	452	49	16	65	22	48	70
2-Axle truck		4.60%	29	3	1	4	1	3	4
3-Axle truck		5.70%	36	4	1	5	2	4	6
4+-Axle Trucks		17.20%	106	12	3	15	5	12	17
		100%	623	68	21	89	30	67	97
PCE Trip Generation[4]		***PCE Factor***							
Passenger Vehicles		1.0	452	49	16	65	22	48	70
2-Axle truck		1.5	44	5	1	6	2	4	6
3-Axle truck		2.0	72	8	2	10	4	8	12
4+-Axle Trucks		3.0	318	36	9	45	15	36	51
			886	98	28	126	43	96	139
Total Trip Generation			1,357	100	31	131	45	104	149
Total Trip Generation (PCE)			1,941	145	42	187	64	149	213

TSF = Thousand Square Feet

PCE = Passenger Car Equivalent

[1] Trip rates from the Institute of Transportation Engineers, Trip Generation Manual, 11th Edition, 2021. Land Use Code 154 - High-Cube Transload and Short-Term Storage.

[2] Trip rates from the Institute of Transportation Engineers, Trip Generation Manual, 11th Edition, 2021. Land Use Code 140 - Manufacturing.

[3] Vehicle Mix from the South Coast Air Quality Management District (AQMD), Warehouse Truck Trip Study Data Results and Usage, July 17, 2014. Without Cold Storage

[4] Passenger Car Equivalent (PCE) factors from the San Bernardino County CMP, Appendix B - Guidelines for CMP Traffic Impact Analysis Reports in San Bernardino County, 2016

[5] Vehicle Mix from the South Coast Air Quality Management District (AQMD), Warehouse Truck Trip Study Data Results and Usage, July 17, 2014. With Cold Storage

VMT Analysis Methodology

A VMT analysis was prepared using the City's guidelines for VMT analysis. The analysis was prepared by EPD using the San Bernardino County Transportation Analysis Model (SBTAM) hereafter referred to as "Model".

As noted above, the project is located within Traffic Analysis Zone (TAZ), referred to as "Zone" (TAZ 53908101). (Please note that the project is located within one TAZ 53908101 in SBTAM, but in the screening tool it is within TAZ 53908101 and TAZ 53908201.) The potential employment of the project was generated using 1,195 square feet per employee as noted in the Southern California Association of Governments, Employment Density Study Summary Report, October 31, 2001. Based on this data, the proposed project would have approximately 549 employees (655,468 SF / 1,195 SF per Employee). The project employment was entered into the project Zone 53908101 in both the 2016 and 2040 models. The Hesperia Commerce Center II project was added to the adjacent TAZ 53908102 in the 2040 model because it is currently in the entitlement process and would generate 3,134 jobs in the adjacent TAZ 53908102.

The model includes validated scenarios for 2016 and 2040. These scenarios have been validated using existing 2016 traffic counts. Data for years between 2016 and 2040 can be extrapolated using linear interpolation between the 2016 and 2040 model output. The model was run for the base year (2016) and future year (2040) without and with-project conditions (i.e. four full model runs). VMT was then evaluated using the Origin-Destination (OD) matrices as required by the City's guidelines. The OD matrices do not include trip purpose, but are broken down by vehicle type (i.e. passenger vehicles, light heavy-duty trucks, heavy heavy-duty trucks). For this analysis truck trips were removed from the OD trip data while post-processing the model data. Therefore, truck trips were not included in the analysis of VMT.

As noted under the discussion of thresholds, the City threshold is based on the OD data. To determine VMT, the OD trips were multiplied by the trip lengths to determine the VMT. The OD VMT is divided by the service population (employment plus population) to determine the OD VMT per service population.

VMT Thresholds

The City's Traffic Impact Analysis Guidelines state that a project would result in a significant project generated VMT impact if either of the following conditions are satisfied:

- The baseline (2022) project generated VMT per service population exceeds the San Bernardino County Regional average baseline of 32.7 VMT per service population, or

- The cumulative (2040) project generated VMT per service population exceeds the San Bernardino County Regional average baseline of 32.7 VMT per service population, or

The project's effect on VMT would be considered significant if it resulted in the following condition:

- The baseline (corresponding to base-year of the model) link-level boundary (County of San Bernardino) VMT per service population increases under the plus project condition compared to the no project condition.

- The cumulative (2040) link-level boundary (County of San Bernardino) VMT per service population increases under the plus project condition compared to the no project condition.

The link-level VMT is the total VMT on every roadway link with a specified boundary. In the case of the City of Hesperia, the threshold is based on the total link-level VMT within the County of San Bernardino.

Project VMT Evaluation

The VMT analysis results are shown in Tables 2 through 4. As shown in Table 2, the project would have a less than significant impact on VMT in the baseline but would exceed the City's threshold and therefore have a significant impact in the cumulative conditions. The year 2022 project VMT per service population would be 31.3, which is 4.21 percent below the County's regional average of 32.7. The Cumulative project VMT per service population would be 37.1, which is 13.51 percent above the County's regional average of 32.7.

As shown in Tables 3 and 4, the project's effect on VMT would not be considered significant as the Countywide roadway VMT per service population would be reduced with the project in both the 2016 and 2040 conditions.

In summary, because the cumulative VMT per service population is above the County's regional average of 32.7, the project would have a significant impact on VMT.

Table 2: VMT Analysis of Project Impact

	2016	2040	2022
Project Zone VMT	15395.2	52112.0	24574.4
TAZ 53908101 Population	25	66	35
TAZ 53908101 Employment	553	1338	749
TAZ 53908101 Service Population	578	1404	785
Project VMT/SP	26.6	37.1	31.3
Baseline Threshold[1]	**Baseline Proj VMT/SP**	**% Above/Below Threshold**	**Baseline VMT Impact?**
32.7	31.3	-4.21%	No
Cumulative Threshold[1]	**Cumulative Proj VMT/SP**	**% Above/Below Threshold**	**Cumulative VMT Impact?**
32.7	37.1	13.51%	Yes

[1] The Baseline and Cumulative Thresholds of 32.7 VMT per service population are based on the County of San Bernardino County regional average VMT per service population, which is cited on page 28 and 29 of the City's TIA Guidelines.

Table 3: 2016 Project Effect on VMT

	Without Project	With Project	VMT Impact?
Countywide Roadway VMT	52,756,997	52,749,187	
Countywide Population	2,140,539	2,140,539	
Countywide Employment	790,400	790,949	
Countywide Service Population	2,930,939	2,931,488	
Countywide VMT/SP	18.00	17.99	No

Table 4: 2040 Project Effect on VMT

	Without Project	With Project	VMT Impact?
Countywide Roadway VMT	80,871,734	80,804,641	
Countywide Population	2,721,775	2,721,775	
Countywide Employment	1,027,872	1,031,555	
Countywide Service Population	3,749,647	3,753,330	
Countywide VMT/SP	21.57	21.53	No

VMT Mitigation Analysis

The City's TIA Guidelines state that mitigation to reduce VMT impacts could include the following but are not limited to:

- Modify the project's-built environment characteristics to reduce VMT generated by the project.

- Implement transportation demand management (TDM) measures to reduce VMT generated by the project.

- Participate in a VMT fee program and/or VMT mitigation exchange/banking program (if they exist) to reduce VMT from the project or other land uses to achieve acceptable levels.

Here, proposed mitigation measures and the effectiveness of such mitigation measures were determined using the methodology provided in California Air Pollution Control Officers Association (CAPCOA) *Handbook for Analyzing Greenhouse Gas Emission Reductions, Assessing Climate Vulnerabilities, and Advancing Health and Equity* (hereafter CAPCOA Guidance)[1].

Implement a Commute Trip Reduction (CTR) Program. A CTR program is composed of TDM measures that would discourage single-occupancy vehicle trips and encourage alternative modes of transportation such as carpooling, transit, walking and biking. The CAPCOA Guidance includes two different CTR programs: a voluntary CTR program (Measure T-5) and a mandatory CTR program (Measure T-6). A mandatory CTR program includes monitoring and reporting requirements and can result in a decrease in VMT of up to 26 percent. The potential 26 percent VMT reduction is based on the Genentech South San Francisco Campus TDM and Parking Report, November 2014 Survey, prepared by Nelson Nygaard. The Nelson Nygaard study tracks the yearly effectiveness

[1] California Air Pollution Control Officers Association (CAPCOA), *Handbook for Analyzing Greenhouse Gas Emission Reductions, Assessing Climate Vulnerabilities, and Advancing Health and Equity*, December 2021.

of the Genentech TDM program and includes data from 2006 to 2014. This data indicates a 25.68 percent reduction in drive alone commute trips resulting from implementation of the TDM program.

Table T-3.1 in the CAPCOA Guidance shows the average transit and vehicle mode share by core statistical area. This is the percentage of commuters who travel to and from work using transit or personal vehicle for different areas throughout the state of California. The baseline vehicle mode share for the San Francisco-Oakland-Hayward area, which includes the Genentech campus, is 86.96 percent, while the baseline vehicle mode share for the Riverside-San Bernardino-Ontario area, which includes the project site, is 96.88 percent. By accounting for the difference in vehicle mode share within these areas, the effectiveness of a CTR program can be calculated, and thus a similar CTR program in the Riverside-San Bernardino-Ontario area would be 11.4 percent less effective than the San Francisco-Oakland-Hayward area. This is due to various factors, including (1) a lower availability of transit; (2) longer commute distances, making bicycle commuting less feasible and/or attractive to commuters; and (3) higher overall automobile mode share. Taking these factors into consideration, it is possible that a similar CTR program to the Genentech program could reduce commute VMT by up to 23.0 percent, rather than 26 percent as experienced in South San Francisco. It should also be noted that a CTR Program would only affect commute VMT, which per CAPCOA is approximately 60% of overall VMT. Therefore, the overall VMT reduction associated with implementation of a CTR program would be 13.82 percent, not 23.0 percent.

CAPCOA notes that Measure T-6 is applicable to Urban and Suburban locations. Examples of suburban locations provided in the CAPCOA guidance include Malibu, Davis and Santee, which have a population density of 507, 6,703, and 3,750 people per square mile. The City of Hesperia has a population density of 1,317 people per square mile, which is lower than 2 of the 3 suburban areas cited in the CAPCOA guidance. In contrast, examples of Rural areas cited in CAPCOA include Coronado and Mather, which have population densities of 2,587 and 476 people per square mile respectively. The City of Hesperia has a population density of 1,317 people per square mile, which is more comparable to the Rural areas than the Urban and Suburban areas. As such, Measures T-6 and T-5 will not be effective in reducing VMT impacts. Additionally, the project location within the City has a very low development density and therefore would have a lower density than the City average. CTR measures are likely to have a lower effectiveness than in other parts of the City or County and as a result, a 13.82 percent reduction in VMT is not achievable in this area. Therefore, the VMT impact would remain significant and unavoidable.

Mitigation Measure (MM) T-1: The project would implement Commute Trip Reduction Marketing (CAPCOA Measure T-7), provide a Ridesharing Program (CAPCOA Measure T-8), and provide end of trip bicycle facilities (CAPCOA Measure T-10) to encourage employees carpooling, taking transit, and biking to work. 100 percent of employees would be eligible to participate in all identified measures. Each measure is discussed further below:

1. Implement Commute Trip Reduction Marketing (CAPCOA Measure T-7). A CTR Marketing strategy includes information sharing and marketing to promote and educate employees about their travel choices to the employment location. This measure would require an on-site employee transportation coordinator and commuter information services, and on-site or online transit pass sales.
2. Provide Ridesharing Program (CAPCOA Measure T-8). Incentives for carpooling or vanpooling such as priority parking spaces and/or a daily or monthly stipend for participants. Additional incentives for carpool and/or vanpool drivers could also be provided. Preferred parking for carpool or vanpool vehicles.

3. Provide End-of-Trip Bicycle Facilities (CAPCOA Measure T-10). This measure includes installation and maintenance of end-of-trip facilities for employee use that facilitate bicycling to work. Facilities could include bike parking, bike lockers, personal lockers and shower facilities. Initially, the project shall provide secure bicycle parking (bicycle racks or lockers) for at least 9 bicycles (consistent with San Bernardino County Code Section 83.14.030 which requires secure bicycle parking at a rate of one per 30 parking spaces).

To comply with components 1 and 2 of MM T-1, tenants of the project could participate in the IE Commuter program (iecommuter.org). IE Commuter is a program of the Riverside County Transportation Commission (RCTC) and the San Bernardino County Transportation Authority (SBCTA). The IE Commuter program includes rideshare matching, reimbursed guaranteed ride home, commuter incentives for participation and vanpool subsidies. IE commuter also provides a website for employee participants to track their participation and reporting tools for employers. The program and reporting tools comply with SCAQMD Rule 2202, which applies to employers over 500 employees. Information about the program and a sample Commute Activity Report are attached.

Mitigation Monitoring

Monitoring of the program should be conducted by the onsite transportation coordinator and an annual report shall be provided to the City. The report shall include a summary of the current CTR program, the number of employees participating in the program, summary of any partnerships with outside agencies such as IE Commuter, and total amount of subsidies provided by type (if any). If project tenants choose to comply with MM T-1 via participation in the IE Commuter program, then the Commute Activity Report provided by IE Commuter shall be sufficient for annual reporting.

Measures not Applicable to Project

Additional mitigation measures are provided in the CAPCOA guidance. The measures were evaluated to determine their applicability to the project. It was determined that the remaining measures would have limited applicability based on the project type or location. The measures are grouped into the following five categories:

- Land Use: These measures are intended to promote increased density, transit-oriented development, affordable and below market rate housing and improve street connectivity. Due to the type of the project and rural nature of the project area, these measures would not provide meaningful reductions in the project generated VMT.
- Trip Reduction Programs: As discussed previously CAPCOA Measures T-5 and T-6 are applicable to Urban and Suburban locations. The City of Hesperia has a population density lower than 2 of the 3 suburban areas and comparable to the Rural areas cited in the CAPCOA guidance. As such, trip reduction programs would not be effective in reducing VMT impacts given the location of the project.
- Parking or Road Pricing/Management: These measures would increase the availability of electric vehicle charging, would limit parking supply and would implement paid parking for residents and employees. Due to the nature of the development and the project area, these measures would not be feasible.
- Neighborhood Design: These measures would promote improvements to the bicycle and pedestrian network, and implementation of carshare, bikeshare and scootershare programs. Due to the rural nature of the project area and the very low mode share for alternative

modes of travel, these measures would not result in meaningful reductions to the project VMT.

- Clean Vehicles and Fuels: This measure would promote the use of cleaner-fuel vehicles. While the measure could result in greenhouse gas emissions reductions, the effect on VMT would be negligible.

In addition, Measures T-38 and T-51 are supportive measures that do not necessarily achieve VMT reduction on their own. These two measures are not applicable to the project as discussed below.

- T-38: Provide First and Last Mile Transportation Network Company (TNC) incentive. This measure requires a first-last mile partnership between a municipality/transit agency and a TNC for subsidized, shared TNC rides to or from the local transit station within a specific geographic area. The measure is an area-wide measure and not applicable to an individual development.
- T-51: Install Park and Ride Lots. This measure requires installation of park-and-ride lots near transit stops and high occupancy vehicle lanes. Because this measure would require acquisition of off-site land area it would not be feasible for an individual project.

VMT with Mitigation

The VMT reduction resulting from providing a ridesharing program is calculated using the following equation, which can be found in the CAPCOA guidance:

As seen in Table 2, the project's cumulative VMT per service population is forecast to be 13.51% above the County significance threshold. Calculation of the VMT reduction from implementation of MM T-1 is shown in Table 5. As shown in the table, commute VMT reduction could be reduced by up to 7.89%. The total VMT per service population reduction from the proposed mitigation could be reduced from 37.1 to 34.2, which is still higher than the 32.7 threshold and as such, the VMT would not be reduced to a level of insignificance. Therefore, with implementation of the identified mitigation measures (MM T-1), the project VMT impacts would remain significant and unavoidable with mitigation incorporated.

If you have any questions about this information, please contact me at (949) 794-1186 or meghan@epdsolutions.com.

Table 5: Reduction in VMT from Mitigation Measure T-1

Mitigation Measure (Number corresponds to the CAPCOA Handbook)	Max Reduction in Overall VMT (%)[1]	Max Reduction in Commute VMT (%)	Formula	Calculated Reduction in VMT (%)[1]	Calculated Reduction in Commute VMT (%)[2]
T-7 Implement Commute Trip Reduction Marketing	2.4%	4.0%	A = B * C * D, where B = Percent of employees eligible for program, C = Percent reduction in employee commute VMT, D = Adjustment from vehicle trips to VMT (Value = 1)	2.13%	3.54%
T-8 Provide Ridesharing Program	4.8%	8.0%	A = B * C, where B = Percent of employees eligible for program, C = Percent reduction in employee commute VMT (Suburban)	2.67%	4.46%
T-10 Provide End-of-Trip Bicycle Facilities	2.6%	4.4%	A = C * (E - (B x E) / (D * F), where B is Bike Mode Adjustment Factor (1.78 when only lockers are provided), C=Existing bicycle trip length for all trips in the region (2.2 miles), D = Existing vehicle trip length for all trips in the region (11.7 miles), E=Existing bike mode share for work trips in the region (0.4%), F=Existing vehicle mode share for work trips in region (95.3%).	0.03%	0.05%
			Total VMT Reduction from All Subsectors[3]	**4.77%**	**7.89%**

[1] Per CAPCOA overall VMT reduction is approximately 60% of commute VMT reduction.

[2] Percent reduction has been calculated assuming a lower effectiveness in San Bernardino County than indicated in CAPCOA guidance. The baseline vehicle mode share for the Riverside-San Bernardino-Ontario area is 11.4 percent higher than the San Francisco-Oakland-Hayward area. Therefore commute trip reduction measures in this area is likely to be 11.4 percent less effective. This measure is shown for comparison purposes and is not counted in the Total VMT Reduction from Trip Reduction Programs.

[3] Per CAPCOA total VMT reduction for multiple strategies within same subsector is calculated using the equation: 1-(1-A)*(1-B)*(1-C)... where A, B, C are equal to individual mitigation strategy reduction percentages.

Attachment 1 – CAPCOA Measure Description

T-7. Implement Commute Trip Reduction Marketing

Photo Credit: Sacramento Area Council of Governments, 2012

GHG Mitigation Potential

Up to 4.0% of GHG emissions from project/site employee commute VMT

Co-Benefits (icon key on pg. 34)

Climate Resilience

Commute trip reduction programs could result in less traffic, potentially reducing congestion or delays on major roads during peak AM and PM traffic periods. When this reduction occurs during extreme weather events, it better allows emergency responders to access a hazard site. Lower transportation costs would also increase community resilience by freeing up resources for other purposes.

Health and Equity Considerations

Design of CTR programs needs to consider existing mobility options in diverse communities and ensure equitable access and benefit to all employees. CTR programs may need to include multi-language materials.

Measure Description

This measure will implement a marketing strategy to promote the project site employer's CTR program. Information sharing and marketing promote and educate employees about their travel choices to the employment location beyond driving such as carpooling, taking transit, walking, and biking, thereby reducing VMT and GHG emissions.

Subsector

Trip Reduction Programs

Locational Context

Urban, suburban

Scale of Application

Project/Site

Implementation Requirements

The following features (or similar alternatives) of the marketing strategy are essential for effectiveness.

- Onsite or online commuter information services.
- Employee transportation coordinators.
- Onsite or online transit pass sales.
- Guaranteed ride home service.

Cost Considerations

Employer costs include labor and materials for development and distribution of survey and marketing materials to promote the program and educate potential participants.

Expanded Mitigation Options

This measure could be packaged with other commute trip reduction measures (Measures T-8 through T-13) as a comprehensive CTR program (Measure T-5 or T-6).

GHG Reduction Formula

$A = B \times C \times D$

GHG Calculation Variables

ID	Variable	Value	Unit	Source
Output				
A	Percent reduction in GHG emissions from project/site employee commute VMT	0–4.0	%	calculated
User Inputs				
B	Percent of employees eligible for program	0–100	%	user input
Constants, Assumptions, and Available Defaults				
C	Percent reduction in employee commute vehicle trips	-4	%	TRB 2010
D	Adjustment from vehicle trips to VMT	1	unitless	assumed

Further explanation of key variables:

- (B) – This refers to the percent of employees that would be able to participate in the program. This will usually be 100 percent. Employees who might not be able to participate could include those who work nighttime hours when transit and rideshare services are not available or employees who are required to drive to work as part of their job duties. This input does not refer to the percent of employees who actually participate in the program.
- (C) – A review of studies measuring the effect of transportation demand management measures on traveler behavior notes that the average empirically-based estimate of reductions in vehicle trips for full-scale, site-specific employer support programs is 4 to 5 percent. To be conservative, the low end of the range is cited (TRB 2010).
- (D) – The adjustment factor from vehicle trips to VMT is 1. This assumes that all vehicle trips will average out to typical trip length ("assumes all trip lengths are equal"). Thus, it can be assumed that a percentage reduction in vehicle trips will equal the same percentage reduction in VMT.

GHG Calculation Caps or Maximums

Measure Maximum

(A_{max}) The maximum GHG reduction from this measure is 4 percent. This maximum scenario is presented in the below example quantification.

Subsector Maximum

($\sum A_{max_{T\text{-}5 \text{ through } T\text{-}13}} \leq 45\%$) This measure is in the Trip Reduction Programs subsector. This subcategory includes Measures T-5 through T-13. The employee commute VMT reduction from the combined implementation of all measures within this subsector is capped at 45 percent.

Mutually Exclusive Measures

If this measure is selected, the user may not also take credit for either Measure T-5 or T-6. However, this measure may be implemented alongside other individual CTR measures (Measures T-8 through T-13). The efficacy of individual programs may vary highly based on individual employers and local contexts.

Example GHG Reduction Quantification

The user reduces employee commute VMT by requiring that employers of a project market to employees travel options for modes alternative to single-occupied vehicles. In this example, the percent of employees eligible (B) is 100 percent, which would reduce GHG emissions from employee commute VMT by 4 percent.

$$A = 100\% \times -4\% \times 1 = -4\%$$

Quantified Co-Benefits

Improved Local Air Quality

The percent reduction in GHG emissions (A) would be the same as the percent reduction in NO_X, CO, NO_2, SO_2, and PM. Reductions in ROG emissions can be calculated by multiplying the percent reduction in GHG emissions (A) by an adjustment factor of 87 percent. See *Adjusting VMT Reductions to Emission Reductions* above for further discussion.

Energy and Fuel Savings

The percent reduction in vehicle fuel consumption would be the same as the percent reduction in GHG emissions (A).

VMT Reductions

The percent reduction in VMT would be the same as the percent reduction in GHG emissions (A).

Sources

- Transportation Research Board (TRB). 2010. *Traveler Response to Transportation System Changes Handbook, Third Edition: Chapter 19, Employer and Institutional TDM Strategies*. June. Available: http://www.trb.org/Publications/Blurbs/163781.aspx. Accessed: January 2021.

T-8. Provide Ridesharing Program

GHG Mitigation Potential

Up to 8.0% of GHG emissions from project/site employee commute VMT

Co-Benefits (icon key on pg. 34)

Climate Resilience

Ridesharing programs could result in less traffic, potentially reducing congestion or delays on major roads during peak AM and PM traffic periods. When this reduction occurs during extreme weather events, it better allows emergency responders to access a hazard site. Lower transportation costs would also increase community resilience by freeing up resources for other purposes.

Health and Equity Considerations

Program should include all onsite workers, such as contractors, interns, and service workers. Because ridesharing is vehicle-based, and some employees may not be in areas with feasible rideshare networks, design of programs need to ensure equitable benefits to those with and without access to rideshare opportunities.

Measure Description

This measure will implement a ridesharing program and establish a permanent transportation management association with funding requirements for employers. Ridesharing encourages carpooled vehicle trips in place of single-occupied vehicle trips, thereby reducing the number of trips, VMT, and GHG emissions.

Subsector

Trip Reduction Programs

Locational Context

Urban, suburban

Scale of Application

Project/Site

Implementation Requirements

Ridesharing must be promoted through a multifaceted approach. Examples include the following.

- Designating a certain percentage of desirable parking spaces for ridesharing vehicles.
- Designating adequate passenger loading and unloading and waiting areas for ridesharing vehicles.
- Providing an app or website for coordinating rides.

Cost Considerations

Costs of developing, implementing, and maintaining a rideshare program in a way that encourages participation are generally borne by municipalities or employers. The beneficiaries include the program participants saving on commuting costs, the employer reducing onsite parking expenses, and the municipality reducing cars on the road, which leads to lower infrastructure and roadway maintenance costs.

Expanded Mitigation Options

When providing a ridesharing program, a best practice is to establish funding by a non-revocable funding mechanism for employer-provided subsidies. In addition, encourage use of low-emission ridesharing vehicles (e.g., shared Uber Green).

This measure could be paired with any combination of the other commute trip reduction strategies (Measures T-7 through T-13) for increased reductions.

GHG Reduction Formula

$A = B \times C$

GHG Calculation Variables

ID	Variable	Value	Unit	Source
Output				
A	Percent reduction in GHG emissions from project/site employee commute VMT	0–8.0	%	calculated
User Inputs				
B	Percent of employees eligible for program	0–100	%	user input
Constants, Assumptions, and Available Defaults				
C	Percent reduction in employee commute VMT	Table T-8.1	%	SANDAG 2019

Further explanation of key variables:

- (B) – This refers to the percent of employees that would be able to participate in the program. This will usually be 100 percent. Employees who might not be able to participate could include those who work nighttime hours when transit and rideshare services are not available or employees who are required to drive to work as part of their job duties. This input does not refer to the percent of employees who actually participate in the program.
- (C) – The percent reduction in employee commute VMT by place type is provided in Table T-8.1 in Appendix C. The reduction differs by place type because the willingness and ability to participate in carpooling is higher in urban areas than in suburban areas. Note that this measure is not applicable for implementation in rural areas (SANDAG 2019).

GHG Calculation Caps or Maximums

Measure Maximum

(A_{max}) The maximum GHG reduction from this measure is 8 percent.

Subsector Maximum

($\sum A_{max_{T\text{-}5 \text{ through } T\text{-}13}} \leq 45\%$) This measure is in the Trip Reduction Programs subsector. This subcategory includes Measures T-5 through T-13. The employee commute VMT reduction from the combined implementation of all measures within this subsector is capped at 45 percent.

Mutually Exclusive Measures

If this measure is selected, the user may not also take credit for either Measure T-5 or T-6. However, this measure may be implemented alongside other individual CTR measures (Measures T-7 and T-9 through T-13). The efficacy of individual programs may vary highly based on individual employers and local contexts.

Example GHG Reduction Quantification

The user reduces employee commute VMT by requiring that employers of a project provide a ridesharing program to their employees. In this example, the percent of employees eligible (B) at a packaging and distribution center is 50 percent and the place type of the project is urban (C). GHG emissions from employee commute VMT would be reduced by 4 percent.

$A = 50\% \times -8\% = -4\%$

Quantified Co-Benefits

Improved Local Air Quality

The percent reduction in GHG emissions (A) would be the same as the percent reduction in NO_X, CO, NO_2, SO_2, and PM. Reductions in ROG emissions can be calculated by multiplying the percent reduction in GHG emissions (A) by an adjustment factor of 87 percent. See *Adjusting VMT Reductions to Emission Reductions* above for further discussion.

Energy and Fuel Savings

The percent reduction in vehicle fuel consumption would be the same as the percent reduction in GHG emissions (A).

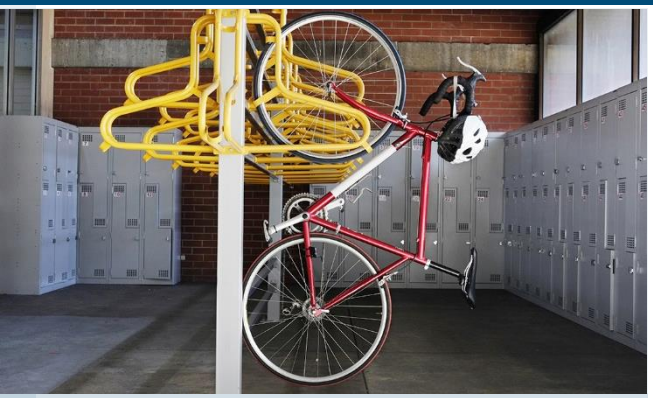
VMT Reductions

The percent reduction in VMT would be the same as the percent reduction in GHG emissions (A).

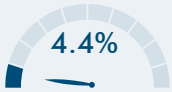
Sources

- San Diego Association of Governments (SANDAG). 2019. *Mobility Management VMT Reduction Calculator Tool–Design Document*. June. Available: https://www.icommutesd.com/docs/default-source/planning/tool-design-document_final_7-17-19.pdf?sfvrsn=ec39eb3b_2. Accessed: January 2021.

T-10. Provide End-of-Trip Bicycle Facilities



GHG Mitigation Potential



Up to 4.4% of GHG emissions from project/site employee commute VMT

Co-Benefits (icon key on pg. 34)

Climate Resilience

End-of-trip bicycle facilities could take more cars off the road, resulting in less traffic and better allowing emergency responders to access a hazard site during an extreme weather event. They could also make it easier for bicycle users to access resources in an extreme weather event.

Health and Equity Considerations

Facilities should be inclusive of all gender identities and expressions. Consider including gender-neutral, single-occupancy options to allow for additional privacy for those who want it.

Measure Description

This measure will install and maintain end-of-trip facilities for employee use. End-of-trip facilities include bike parking, bike lockers, showers, and personal lockers. The provision and maintenance of secure bike parking and related facilities encourages commuting by bicycle, thereby reducing VMT and GHG emissions.

Subsector

Trip Reduction Programs

Locational Context

Urban, suburban

Scale of Application

Project/Site

Implementation Requirements

End-of-trip facilities should be installed at a size proportional to the number of commuting bicyclists and regularly maintained.

Cost Considerations

Employer costs include capital and maintenance costs for construction and maintenance of facilities and potentially labor and materials costs for staff to monitor facilities and provide marketing to encourage use of new facilities. The beneficiaries include the program participants saving on commuting cost, the employer reducing onsite parking expenses, and the municipality reducing cars on the road, which leads to lower infrastructure and roadway maintenance costs.

Expanded Mitigation Options

Best practice is to include an onsite bicycle repair station and post signage on or near secure parking and personal lockers with information about how to reserve or obtain access to these amenities.

This measure could be paired with any combination of the other commute trip reduction strategies (Measures T-7 through T-13) for increased reductions.

GHG Reduction Formula

$$A = \frac{C \times (E - (B \times E))}{D \times F}$$

GHG Calculation Variables

ID	Variable	Value	Unit	Source
Output				
A	Percent reduction in GHG emissions from employee project/site commute VMT	0.1–4.4	%	calculated
User Inputs				
	None			
Constants, Assumptions, and Available Defaults				
B	Bike mode adjustment factor	1.78 or 4.86	unitless	Buehler 2012
C	Existing bicycle trip length for all trips in region	Table T-10.1	miles	FHWA 2017a
D	Existing vehicle trip length for all trips in region	Table T-10.1	miles	FHWA 2017a
E	Existing bicycle mode share for work trips in region	Table T-10.2	%	FHWA 2017b
F	Existing vehicle mode share for work trips in region	Table T-10.2	%	FHWA 2017b

Further explanation of key variables:

- (B) – The bike mode adjustment factor should be provided by the user based on type of bike facility. A study found that commuters with showers, lockers, and bike parking at work are associated with 4.86 times greater likelihood to commute by bicycle when compared to individuals without any bicycle facilities at work. Individuals with bike parking, but no showers and lockers at the workplace, are associated with 1.78 times greater likelihood to cycle to work than those without trip-end facilities (Buehler 2012).
- (C and D) – Ideally, the user will calculate bicycle and auto trip length for a Project/Site at a scale no larger than a census tract. Potential data sources include the U.S. Census, California Household Travel Survey (preferred), or local survey efforts. If the user is not able to provide a project-specific value using one of these data sources, they have the option to input the trip lengths for bicycles and vehicles for one of the six most populated CBSAs in California, as presented in Table T-10.1 in Appendix C (FHWA 2017a). Trip lengths are likely to be longer for areas not covered by the listed CBSAs, which represent the denser areas of the state.
- (E and F) – Ideally, the user will calculate bicycle and auto mode share for work trips for a Project/Site at a scale no larger than a census tract. Potential data sources include the U.S. Census, California Household Travel Survey (preferred), or local survey efforts. If the user is not able to provide a project-specific value using one of these data sources, they have the option to input the regional average mode shares for bicycle and vehicle

work trips for one of the six most populated CBSAs in California, as presented in Table T-10.2 in Appendix C (FHWA 2017b). If the project study area is not within the listed CBSAs or the user is able to provide a project-specific value, the user should replace these regional defaults in the GHG reduction formula. For areas not covered by the listed CBSAs, which represent the denser areas of the state, bicycle mode share is likely to be lower and vehicle share higher than presented in Table T-10.2.

GHG Calculation Caps or Maximums

Measure Maximum

(A_{max}) The maximum GHG reduction from this measure is 4.4 percent. This maximum scenario is presented in the below example quantification.

Subsector Maximum

($\sum A_{max_{T\text{-}5 \text{ through } T\text{-}13}} \leq 45\%$) This measure is in the Trip Reduction Programs subsector. This subcategory includes Measures T-5 through T-13. The employee commute VMT reduction from the combined implementation of all measures within this subsector is capped at 45 percent.

Mutually Exclusive Measures

If this measure is selected, the user may not also take credit for either Measure T-5 or T-6. However, this measure may be implemented alongside other individual CTR measures (Measures T-7, T-8, T-9, and T-11 through T-13). The efficacy of individual programs may vary highly based on individual employers and local contexts.

Example GHG Reduction Quantification

The user reduces VMT by providing end-of-trip facilities for the project's employees, which encourages bicycle trips in place of vehicle trips. In this example, the type of bike facility provided by the project is parking with showers, bike lockers, and personal lockers (B). The project is within San Jose-Sunnyvale-Santa Clara CBSA, and the user does not have project-specific values for trip lengths and mode shares and for bicycles and vehicles. Per Tables T-10.1 and T-10.2 in Appendix C, inputs for these variables are 2.8 miles, 11.5 miles, 4.1 percent, and 86.6 percent, respectively (C, D, E, and F). GHG emissions from employee commute VMT would be reduced by 4.4 percent.

$$A = \frac{2.8 \text{ miles} \times \left(4.1\% - (4.86 \times 4.1\%)\right)}{11.5 \text{ miles} \times 86.6\%} = -4.4\%$$

Quantified Co-Benefits

Improved Local Air Quality

The percent reduction in GHG emissions (A) would be the same as the percent reduction in NO_X, CO, NO_2, SO_2, and PM. Reductions in ROG emissions can be

calculated by multiplying the percent reduction in GHG emissions (A) by an adjustment factor of 87 percent. See *Adjusting VMT Reductions to Emission Reductions* above for further discussion.

Energy and Fuel Savings

The percent reduction in vehicle fuel consumption would be the same as the percent reduction in GHG emissions (A).

VMT Reductions

The percent reduction in VMT would be the same as the percent reduction in GHG emissions (A).

Sources

- Buehler, R. 2012. *Determinants of bicycle commuting in the Washington, DC region: The role bicycle parking, cyclist showers, and free car parking at work.* Transportation Research Part D, 17, 525–531. Available: http://www.pedbikeinfo.org/cms/downloads/DeterminantsofBicycleCommuting.pdf. Accessed: January 2021.
- Federal Highway Administration (FHWA). 2017a. *National Household Travel Survey–2017 Table Designer*. Travel Day PT by TRPTRANS by HH_CBSA. Available: https://nhts.ornl.gov/. Accessed: January 2021.
- Federal Highway Administration (FHWA). 2017b. *National Household Travel Survey–2017 Table Designer.* Workers by WRKTRANS by HH_CBSA. Available: https://nhts.ornl.gov/. Accessed: January 2021.

Attachment 2 - IE Commuter Information

IE Commuter
Drive Less. Smile More.

IE Commuter is a program of the Riverside County Transportation Commission and San Bernardino County Transportation Authority

Introducing IE Commuter!

Thank you for your interest in IE Commuter. Powered by the Riverside County Transportation Commission (RCTC) and San Bernardino County Transportation Authority (SBCTA), we're here to help you offer rewards and resources to your staff who rideshare to work – all at no cost to you! Whether your employees take the bus, ride the train, share a vanpool or carpool, telework, bike or walk to work, IE Commuter is available to help with rideshare rewards programs, vanpool subsidies and other options to help everyone drive less and smile more.

Last year, IE Commuter particpants:

Reduced emissions by 18,268,573 lbs.

Reduced vehicle miles traveled by 15,949,429

Saved $9,410,163 on commute costs

With the help of our IE Commuter participants, we're able to make a big difference in reducing emissions and vehicle miles traveled while our commuters also save money. Our programs include:

- **$5/Day Incentive** The $5/Day Rideshare Incentive is available to all ridesharing commuters that live in Riverside or San Bernardino counties that have not previously participated in the $5/Day program. Employees who rideshare to a participating employer's worksite for a minimum of five workdays a month may be eligible for up to $125 in gift card rewards.

- **Monthly Rideshare and Telework Spotlights** Employees log their rideshare roundtrips for a chance to win a $100 gift card. Two winners are chosen each month, one from Riverside and San Bernardino County. A similar program is available for telework.

- **Guaranteed Ride Home (GRH)** Our GRH Program provides ridesharing employees with reimbursed rides home in the event of an emergency.

Employer Registration Process – Get Started Today!
IE Commuter offers great, no-cost benefits to add to your worksite. Please contact me directly so I can introduce you to the regional commuter program and register your worksite at no cost.

Sincerely,

CJ Jones

IE Commuter Employer Services
909-915-2543 | cjones@iecommuter.org

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EMPLOYEE INCENTIVE ACKNOWLEDGMENT for the IE Commuter Program

Valid through _____

This Employee Incentive Acknowledgment ("Acknowledgement") outlines the services that will be offered to employees of the company identified below ("Employer") and/or provided to Employer, all at no cost. IE Commuter agrees to assist with the implementation of all IE Commuter program elements as listed below. **One or more of the following IE Commuter program elements/resources can be selected:**

☐ **COMMUTER TRANSPORTATION SURVEY** .....

- Assistance with implementation of Commuter Transportation Survey
- Delivery of personalized ridematching information (RideGuides) to your employees
- Presentation and analysis of Commuter Transportation Survey results
- Preparation of South Coast Air Quality Management District (South Coast AQMD) Rule 2202 Average Vehicle Ridership (AVR) calculations as necessary for Employer

☑ **COMMUTER BENEFITS** .....

- **Rideshare Incentive Program**
  Eligible employees receive $5/day in gift cards for their first three months of participation, up to $125.
- **Monthly Spotlight**
  Provides your ridesharing and teleworking employees with more opportunities to win prizes throughout the year for logging their rideshare trips and/or telework activity.
- **Guaranteed Ride Home Program**
  Provides ridesharing employees with a reimbursed ride home in the event of a valid emergency.
- **Access to Ridematching Services, Tools and Information**
  Phone: 1-866-RIDESHARE (866-743-3742), Online/Live Chat: IECommuter.org

☐ **TELEWORK EMPLOYER ASSISTANCE (TEA) PROGRAM** .....

Support with setting up or supplementing Employer's telework program, including reportable reduction of Vehicle Miles Traveled (VMT) and Greenhous Gas (GHG) emissions quantified from trips saved by telework to be recognized and/or used for environmental mitigation of future projects in the region.

- Annual Transportation Survey
- Employer Telework Guidebook
- Sample Employer Telework Agreement, Job Performance Survey, and other materials
- Custom reports available with worksite trips and emission reductions from telework activity
- Incentives available for teleworking employees

☑ **MARKETING RESOURCES** .....

- **Rideshare Marketing Support**
  Turnkey marketing campaigns, including supporting materials for Rideshare Week in October and invitation to annual kick-off event.
- **Rideshare Newsletters**
  Designated Employer Representative will receive rideshare news and marketing announcements via email. Employer grants IE Commuter permission to send emails and may unsubscribe at any time.
- **Employer Transportation Network Meetings**
  Invitations to Network Meetings and Certified South Coast AQMD Marketing Workshops.

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☐ YES! Employer Representative(s) agrees, on behalf of Employer, to work in partnership with IE Commuter to provide one or more of the above IE Commuter Program elements to employees of Employer for a term of three years from execution of this Acknowledgment. Either party reserves the right to discontinue the partnership at any time by providing written notification.

☐ I acknowledge and agree that any personal information collected will be used only for the IE Commuter Rideshare Program and ridematching through IE Commuter, and for no other purpose. I acknowledge and agree that personal information of individuals and all information maintained by IE Commuter for ridesharing programs is and at all times shall be confidential. Such information may not be disclosed, must be treated as confidential, and may only be used for operation of the ridesharing program in accordance with the IECommuter.org - Privacy Policy and IECommuter.org - Terms and Conditions, available at IECommuter.org/privacypolicy. Access to such information may not be provided to any other individual, entity, or third party without the prior written authorization of the applicable individual. Personal information includes but is not limited to a participant's name, phone number, address, and work schedule.

Employer Representative further acknowledges that California Penal Code, Section 637.6, provides that: "No person who, in the course of business, acquires or has access to personal information concerning an individual, including but not limited to, the individual's residence address, employment address or hours of employment for the purpose of assisting private entities in the establishment or implementation of carpooling or ridesharing programs, shall disclose that information to any other person or use that information for any other purpose without the prior written consent of the individual." I agree to comply with the program and confidentiality requirements of IE Commuter, and the confidentiality and nondisclosure requirements contained to the Penal Code.

☐ I understand that eligibility is subject to the Program Guidelines, which are available at IECommuter.org/resolution. IE Commuter reserves the right to alter or eliminate the Terms and Conditions of the Commuter Benefits Program including the provision of services and benefits based on commuter need or Commission directive. IE Commuter will inform Employer Representative of any such changes.

As used in this Acknowledgment, the term "partnership" shall mean only an agreement to cooperate to advance mutual interests, and shall not mean or refer to a legal or business partnership or joint venture. The parties hereto will accept a manually signed copy of this Acknowledgment that is transmitted by facsimile, email or other means of electronic transmission. This Acknowledgment may be signed using an electronic signature.

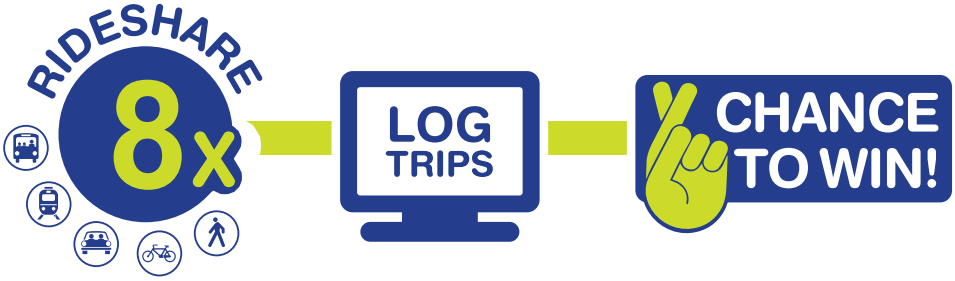
_____	_____
Employer Representative (Signature)	Date
_____	_____
Employer Representative (Print Name)	Company Name
_____	_____
Employer Representative Email	Total Number of Employees
_____	Select Incentive
IE Commuter Benefits Manager (Signature)	Amazon / Target / Stater Bros/ Walmart Choice of Gift Card (Select One Above)

Ready for the spotlight?

Do you ride the bus, train, carpool or vanpool to work? Are you living healthy by walking or riding your bike? If so, IE Commuter wants to reward you for enjoying the benefits of ridesharing.

Let us know.

Sign up and log your trips for a chance to win a monthly prize valued at up to $100.



Log eight (8) roundtrip rideshare trips in your IECommuter.org Commute Diary per month. Each trip counts as a sweepstakes entry, and each additional trip logged gives you more chances to win.[1]

Tell us about it.

Winners have the chance to inspire other commuters and be in the spotlight by sharing their rideshare story.[2]

Sign up at **IECommuter.org/RideshareSpotlight**

1- Must log a minimum of eight (8) roundtrip rideshare trips. 2- Winners sharing their rideshare story is optional and not required for sweepstakes eligibility. Terms and conditions available online at IECommuter.org/Sweepstakes

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RIDESHARE & EARN $5/Day*

Ride the bus or train, carpool, vanpool, walk or bike to work and you could earn $125 in gift cards.

Get Started Today

IECommuter.org/5day

* Commuter may earn up to $125 in gift cards. Employer and commuter must be registered with IE Commuter. Commuter must rideshare to work at least five days a month for three consecutive months and log trips with IE Commuter. Full-time teleworkers not eligible. Other exclusions may apply.

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RCTC sbcta

IE Commuter
Drive Less. Smile More.

IE Commuter is a program of the Riverside County Transportation Commission and San Bernardino County Transportation Authority

☐ YES! Employer Representative(s) agrees, on behalf of Employer, to work in partnership with IE Commuter to provide one or more of the above IE Commuter Program elements to employees of Employer for a term of three years from execution of this Acknowledgment. Either party reserves the right to discontinue the partnership at any time by providing written notification.

☐ I acknowledge and agree that any personal information collected will be used only for the IE Commuter Rideshare Program and ridematching through IE Commuter, and for no other purpose. I acknowledge and agree that personal information of individuals and all information maintained by IE Commuter for ridesharing programs is and at all times shall be confidential. Such information may not be disclosed, must be treated as confidential, and may only be used for operation of the ridesharing program in accordance with the IECommuter.org - Privacy Policy and IECommuter.org - Terms and Conditions, available at IECommuter.org/privacypolicy. Access to such information may not be provided to any other individual, entity, or third party without the prior written authorization of the applicable individual. Personal information includes but is not limited to a participant's name, phone number, address, and work schedule.

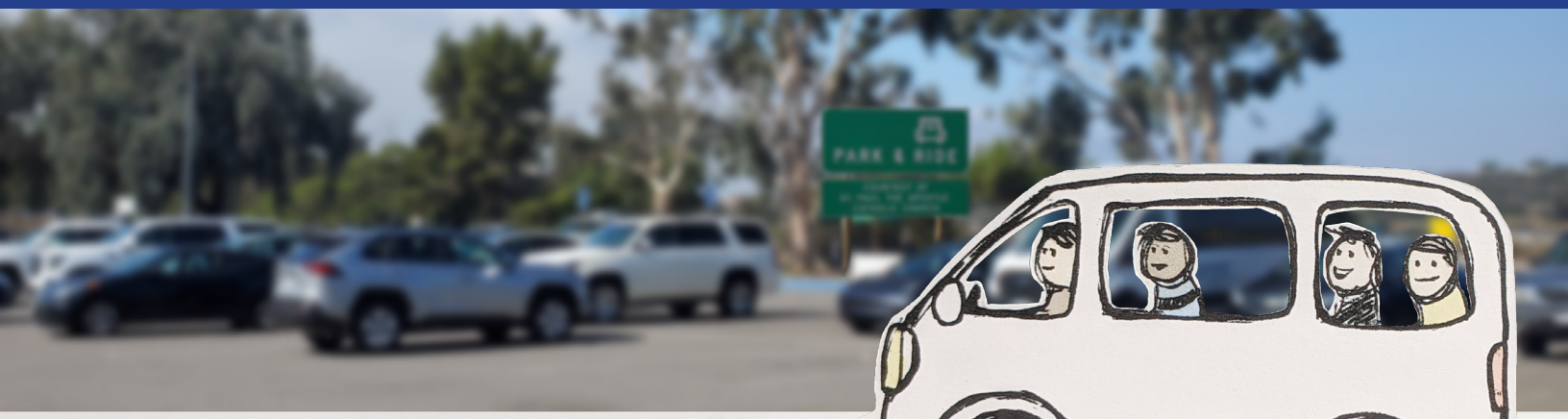
Employer Representative further acknowledges that California Penal Code, Section 637.6, provides that: "No person who, in the course of business, acquires or has access to personal information concerning an individual, including but not limited to, the individual's residence address, employment address or hours of employment for the purpose of assisting private entities in the establishment or implementation of carpooling or ridesharing programs, shall disclose that information to any other person or use that information for any other purpose without the prior written consent of the individual." I agree to comply with the program and confidentiality requirements of IE Commuter, and the confidentiality and nondisclosure requirements contained to the Penal Code.

☐ I understand that eligibility is subject to the Program Guidelines, which are available at IECommuter.org/resolution. IE Commuter reserves the right to alter or eliminate the Terms and Conditions of the Commuter Benefits Program including the provision of services and benefits based on commuter need or Commission directive. IE Commuter will inform Employer Representative of any such changes.

As used in this Acknowledgment, the term "partnership" shall mean only an agreement to cooperate to advance mutual interests, and shall not mean or refer to a legal or business partnership or joint venture. The parties hereto will accept a manually signed copy of this Acknowledgment that is transmitted by facsimile, email or other means of electronic transmission. This Acknowledgment may be signed using an electronic signature.

_____	_____
Employer Representative (Signature)	Date
_____	_____
Employer Representative (Print Name)	Company Name
_____	_____
Employer Representative Email	Total Number of Employees
_____	Select Incentive
IE Commuter Benefits Manager (Signature)	Amazon / Target / Stater Bros/ Walmart Choice of Gift Card (Select One Above)

IE Commuter



Start or Join a Vanpool

Enjoy a comfy commute that's easier on your wallet and the environment.

Get up to a $400

subsidy towards vanpooling
from participating vanpool programs[1]

VANPOOL & EARN $5/Day

Earn $125 in gift cards
with IE Commuter's Rideshare Incentive[2]

IECommuter.org/Vanpool

[1]Subsidy amount varies, subject to eligibility and restrictions
[2]Subject to eligibility and restrictions

IE Commuter is a program of the Riverside County Transportation Commission and San Bernardino County Transportation Authority

Commute Activity Report

IE Commuter / RCTC / SBCTA

From 1/1/2022 To 1/31/2022
Filter by Mode: Carpool, Vanpool, Bus, Rail/Train, Bike/Scooter, Walk, Telework (Home)
4/13/2023 12:08 PM

Regional Activity Summary	During Time Period	
Number of commuters registered:		8,979
Number of commuters who have logged at least once:		1,715
Number of commuters who have logged a selected mode at least once:		1099
Number of daily commute logs submitted with a selected mode:		12,224
Percentage of commuters that logged a selected mode:		1.23 %
Percentage of days logged with selected commute modes:		77.32 %
Percentage of all commute miles using selected modes:		83.49 %
Distribution of All Trip Segments Reported	**During Time Period**	
Drive Alone	0	0.00 %
Motorcycle	0	0.00 %
Carpool	4,878	20.12 %
Vanpool	13,808	56.94 %
Bus	286	1.18 %
Bike/Scooter	770	3.18 %
Walk	925	3.76 %
Rail/Train	352	1.43 %
Flex Day Off	0	0.00 %
Telework (Home)	3,581	14.77 %
Impact of Commuter's Use of Selected Modes	**During Time Period**	
Vehicles Miles Reduced:		809,018
Vehicle Trips Reduced:		20,734
Total Pollution Reduced (in tons):		463.33
NOx Reduced (in lbs):		267.54
VOC Reduced (in lbs):		267.54
PM Reduced (in lbs):		15.16
GHG Emissions Reduced (in tons):		461.62
Fuel & Maintenance Cost Savings:		$477,321