

# Washington County Employee Commute Options (ECO) Trip Reduction Plan

This is a trip reduction plan written for Washington County, for compliance with the Federal Clean Air Act as implemented by the Oregon Department of Environmental Quality (DEQ). Employers are required to provide the information listed in OAR 340-242-0160 as part of the Employee Commute Options (ECO) program.

People who work for Washington County either live nearby or commute a considerable distance. Whether they live near or at some distance, the majority usually drive alone to work rather than commuting by transit, carpool, biking, walking or teleworking. As a result, vehicle air pollution and traffic congestion have become a concern.

The population of Washington County is over 600,000 and the average annual vehicle miles traveled (VMT) per capita is 8,600. The County recognizes the importance of doing our part to reduce VMT and air pollution by promoting transportation options to our 2,000+ employees. The following plan documents the efforts of Washington County to encourage employee use of commute options.

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## 1. The results of the baseline survey

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Because the County employment base has grown over time, the sites surveyed have expanded from one in 1996 to five in 2019. Baseline surveys took place in 1996, 2007, 2017 and 2019 as more County facilities were added and employees moved into those buildings. The mode split trends (percentage of users for each mode) by location are listed in the charts below from each year of the ECO Survey:

Downtown Hillsboro Campus

	1996	1998	1999	2001	2003	2005	2007	2009	2011	2013	2015	2017	2019
Drive Alone	88.0	89.0	71.0	79.0	80.0	80.0	74.0	75.2	74.9	74.1	76.9	74.8	76.7
Transit	3.0	2.5	18.2	14.3	12.0	12.3	17.3	17.3	18.9	15.2	11.8	15.4	13.5
Carpool	6.0	4.0	7.0	5.0	6.0	3.0	6.0	3.4	2.5	6.4	5.9	2.5	5.1
Bike or Walk	2.0	2.0	2.0	1.0	2.0	2.0	2.0	2.8	3.0	2.0	2.6	4.2	2.4

Walnut Street Center

	2007	2009	2011	2013	2015	2017	2019
Drive Alone	81.0	80.3	80.6	84.9	79.6	78.1	86.3
Transit	11.7	13.5	9.6	6.7	4.6	11.4	9.0
Carpool	5.0	3.2	4.2	5.9	6.4	4.5	1.9
Bike or Walk	2.0	1.3	3.6	1.7	2.0	1.6	1.8

Service Center East

	2007	2009	2011	2013	2015	2017	2019
Drive Alone	74.0	83.3	90.2	69.9	90.4	76.5	81.9
Transit	12.5	8.0	7.3	23.7	1.4	13.7	9.5
Carpool	11.0	2.7	2.4	0.0	1.6	1.0	4.3
Bike or Walk	1.0	0.0	0.0	0.0	2.9	3.9	0.0

Elam Young Parkway	2017	2019
Drive Alone	81.6	80.5
Transit	8.2	10.3
Carpool	0.9	4.3
Bike or Walk	1.6	1.3

Blanton St	2019
Drive Alone	83.0
Transit	3.3
Carpool	6.6
Bike or Walk	1.9

The employee population at the five sites has fluctuated over time and therefore the employees surveyed has changed each time. Additionally, in 2015 and 2017, the County opted not to do a random sample of the largest employee site (Downtown Hillsboro Campus), so those years included significantly more employees surveyed. Since then the County has returned to random sampling in that site, as in previous years. The employee population is listed in the chart below:

#### Washington County Employee Population Surveyed

		Employees surveyed	Surveys returned	Response rate
Downtown Hillsboro	2013	380	342	90%
	2015	1,399	1,239	89%
	2017	1,151	866	75%
	2019	380	288	76%
Service Center East	2013	17	17	100%
	2015	126	104	83%
	2017	21	21	100%
	2019	31	24	77%
Walnut Street Center	2013	186	163	88%
	2015	214	197	92%
	2017	154	151	98%
	2019	209	157	75%
Elam Young Pkwy	2017	112	86	77%
	2019	139	107	77%
Blanton St	2019	52	42	81%

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## 2. Calculation of baseline, target auto trip rates and trip reduction results

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Due to the size of the organization, there are baseline and target auto reduction rates in several locations. Sites were added as they became occupied and met the standard for number of employees at the location. The baseline and trip rate figures are including in the table below.

Location	Baseline Date	Baseline Auto Trip Rate	Auto Trip Rate Goal*	Auto Trip Rate as of March 2019
Downtown Hillsboro Campus	March 1996	91%	82%	79%
Service Center East	May 2007	79%	71%	83%
Walnut Street Center	May 2007	83%	75%	87%
Elam Young Parkway	June 2017	82%	74%	83%
Blanton St	March 2019	86%	77%	86%
* Auto Trip Rate Goal is 10% reduction in baseline auto trip rate				

Downtown Hillsboro Campus includes some locations outside of downtown Hillsboro due to their connection to a department located downtown. Those sites include Animal Services, Parks Services, Fair Complex, and Cooperative Library Services.

The full 2019 ECO Survey results from each site are included at the end as Attachment D.

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## 3. Commute option programs currently in use at the work site

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The County has met or exceeded their auto trip rate at the largest County location – downtown Hillsboro campus. In the last survey (March 2019) the trip rate at the downtown Hillsboro campus was 79%, exceeding the 82% goal. The other sites still have room for improvement to meet their goals. In the 2019 ECO Survey, most respondents indicated that they utilized transportation options because the County paid for their transit pass. Other top reasons given were: saves money, reduces carbon footprint, and transit is close to work.

Here are the commute options programs and activities currently in use at Washington County:

- County-subsidized (100%) TriMet Universal Pass for all regular employees
- TriMet TransitTracker website with customized real-time transit availability on County intranet
- Covered bike racks and bike fix-it stations at multiple county facilities
- Shower and locker facilities at some County buildings, plus an agreement with City of Hillsboro for County employee use of showers and lockers for employees without showers in their building
- Active coordination and management of a county bike riders team
- Outreach to TriMet riders, Bike Riders and Sustainable transportation email lists with events and updates
- Bike fleet and motor pool cars available for daytime use, including PHEVs and hybrids
- Wellness and Sustainability Program outreach and events related to commute options (fairs, lunch and learns, etc.)
- Proximity of several county facilities to MAX stations and bus stops
- Free and available parking for drivers, including carpoolers
- Electric vehicle charging stations on the downtown Hillsboro campus

- Wellness and Sustainability Program websites with commute options information
- Promotion of the new Get There Oregon website for carpool and bikepool connection as well as transportation options
- Participation in annual challenge events that promote commute options and reward participants – Bike More Challenge, Drive Less (now Get There) Challenge, EcoChallenge, Commuter Kickbacks

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#### **4. New commute options to be implemented at the work site that have the potential to achieve and maintain the target auto trip rate**

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##### **Bicycling**

The County will be installing a new secure bike storage corral in downtown Hillsboro parking garage during summer 2019. This will replace the aging bike lockers that were removed in this space and at the Public Services Building during the recent seismic retrofit. The secure bike parking corral will provide commuter amenities and be available to any County employee who requests electronic access. The central location will make it useful for many employees and will also provide a new secure spot for the County's bike fleet. Eventually showers and locker facilities will be added in the adjacent building, in addition to more bike storage, to accommodate active transportation users in the coming years.

In addition, bike racks are available for employee use outside many County facilities. Locker rooms and lockers are available at some County facilities. All County employees can use the Hillsboro Civic Center locker rooms upon request. If employees need to make a minor bike repair or pump up bike tires, there are work stations with tools at four County locations.

In the 2017 ECO Survey, 136 employees who drove alone noted that bicycling to work would be the transportation option they are most interested in or most likely to use. In the 2018 Sustainability survey, 59% of respondents noted that carpooling is one of the sustainable commute options used within their department. Additionally, the Sustainability Program has a list of 120 employees of people who have expressed an interest in biking or have participated in bike events. In the 2019 Bike More Challenge, 70 employees joined the team and biked during May for commuting, transportation, fitness and fun. Those bike riders are provided incentives and awards for participation.

Washington County's bike fleet program provides employees with an active transportation option in the County fleet. The fleet, managed by the Sustainability Program, includes five easy-to-ride cruising bikes and one hybrid bike, available for employee business or personal use. Employees can check out bikes during the work day, and keep them to use for up to two weeks at a time. To date, 75 employees have signed bike fleet program waivers to use the bikes since the program started in 2017.

Finally, the County plans to commence work on a Strategic Facility Plan in fall 2019. This plan will help determine what additional bike, pedestrian and transit amenities should be added to provide transportation options for all employees. In addition, the plan will include considerations for how to best accommodate all types of visitors no matter how they arrived.

##### **Carpooling**

The County does not offer an employer-sponsored carpool matching program or incentives; however, the County provides outreach about the local online platform, Get There Oregon, <https://getthereoregon.org/>, formerly Drive Less Connect. The Get There platform had a soft launch in summer 2019 and will be ramping up toward their fall Get There Challenge. The County will participate in this challenge as in the past through the Drive Less Connect Challenge and the Carefree Commute Challenge. Many employees have indicated an interest in carpooling, so we are glad to have this new online tool available.

Some employees have organized their own carpools or ride to work with a relative or roommate. There are EV charging stations located in the downtown Hillsboro campus to accommodate any employee to needs to charge

their car during the work day. Carpooling to meetings, events, and conferences is encouraged, and motor pool vehicles are available for employees to checkout from work.

In the 2019 ECO Survey, 60 employees (6%) who drove alone noted that carpooling would be the transportation option they are most interested in or most likely to use if they had help finding a carpool partner. In the 2018 Sustainability survey, 52% of respondents noted that carpooling is one of the sustainable commute options used within their department and 76% said their department encourages carpooling for business trips/meetings.

### **Emergency Ride Home**

An emergency ride home program is provided as part of the County's participation in the Universal Pass Program. For employees with a County TriMet pass, TriMet will provide a free taxi ride in the event of a family emergency or personal illness for an employee who has taken alternative transportation to work that day. To schedule a ride, employees must contact Human Resources during the business day. They will complete an Emergency Ride Home voucher and call one of the approved taxi companies for pickup. The taxi company bills TriMet directly, and rides are available anywhere within the TriMet district.

In the 2019 ECO Survey, a guaranteed ride home was noted as one service or benefit that would help employees try another way of getting to work besides driving alone. 92 employees (9%) noted that this would help them feel comfortable trying transportation options.

### **Teleworking**

As part of the Employer of Choice initiative, the County will be developing and outreaching policies around teleworking in the coming years. Some departments already have policies and procedures in place, and the County supports those initiatives for staff whose assignments can be completed at home or in off-site locations.

In the 2019 ECO Survey, teleworking was the top transportation option that employees are most interested in. 254 employees (24%) noted interest in teleworking. In the 2018 Sustainability survey, 62% of respondents noted that teleworking is one of the sustainable commute options used within their department and 76% said their departments use teleconferencing to reduce business trips. Compressed work week was the next highest choice for employees. 226 employees (21%) would use this option if possible in their work.

### **Transit**

As part of the Universal Annual Pass Program, all regular County employees are eligible for a free TriMet pass. All of the facilities in the downtown Hillsboro campus and the Elam Young Parkway sites are located near a transit line, approximately one to three blocks from the nearest stop. Service Center East, Blanton St, Walnut St and West Slope Library are all in walking distance from a transit stop (1/3-1/2 mile). Only one County facility (Scoggins Valley Park) where employees are stationed is not located within the TriMet service district.

During summer 2019, Washington County will be transitioning from the TriMet pass sticker affixed to County ID badges to the Hop Fastpass card. All pass eligible employees will receive their own personalized Hop card and use it each time to ride transit. This will allow TriMet to get better data about ridership and boardings, and it will provide the same free all-access benefit to County employees. Hop card distribution events will be a good way to remind employees about their transit options and encourage them to ride.

In the 2017 ECO Survey, transit was the number two transportation option (behind compressed work week) that employees are most likely to use or are most interested in - 321 employees noted interest in transit. Additionally, a subsidized transit pass was the number three service or benefit that would help employees try another way of getting to work besides driving alone. 176 employees noted that this would incent them to try transportation options. In the 2018 Sustainability survey, 88% of respondents noted that transit is one of the sustainable commute options used within their department and 76% use transit for business trips/meetings.

Real-time transit information is provided on the County's [TransitTracker page](#) online. This helps employees find out when the next train or bus will be departing from their site. It can be helpful for getting to meetings, commuting

home or planning a trip using transit. Additionally, any time there are changes to service or service disruptions, that information is shared to employees via this page and the employee intranet.

1,176 employees currently have TriMet passes issued by Washington County. So far this summer, 794 Hop cards have been distributed and this will continue as the transition to Hop will start September 1, 2019.

## Walking

The County plans to initiate a Pedestrian Safety Education Project starting in fall 2019, pending approval of a grant for project funds provided through Metro. Everybody is a pedestrian at some point in their visit to Washington County offices. This program will provide safety education and activities to increase awareness, skills and reinforce behavior change in people moving around campus. This program addresses risks related to factors like weather, visibility, and distractions by increasing knowledge of alternatives and skills required, and reinforcement of new habits:

- Develop and place signage to passively raise awareness
- Distribute high quality visibility lights to pedestrians
- Raise awareness of safe crossing points
- Help people travel more safely, get more movement, and reduce environmental impact by providing education useful safety and comfort incentives

The education, outreach and distribution of high-quality tools (i.e. visibility lights) should lead to more safety among pedestrians and it may incentivize people to walk more. We are not sure whether this will lead to more employees commuting by walking, or if it will just help those who have to walk after commuting by other modes, like transit, carpool, biking or driving alone.

In the 2019 ECO Survey, 49 employees (5%) said that amenities for bikers and walkers would help encourage them to use transportation options other than driving alone. In the 2018 Sustainability survey, 48% of respondents noted that carpooling is one of the sustainable commute options used within their department and 62% of departments encourage walking for business trips/meetings.

## Westside Transportation Alliance (WTA) Transportation Options Programs

Washington County works closely with our transportation management agency, Westside Transportation Alliance (WTA). WTA provides incentives to all of their member organizations to promote and use transportation options, and they help subsidize our challenge events (like the Bike More Challenge) with additional prizes, awards and giveaways to encourage participation. In 2018 WTA initiated their “Commuter Kickbacks” program to promote commute trip logging via Drive Less Connect (and now Get There Oregon). County employees (among other members) who log a certain number of non-drive alone trips within a month are eligible for a prize. Several employees have won prizes over the years as a thank you for using any type of transportation option – transit, carpool, walk, bike, and telework.

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### 5. Empirical evidence that the commute option(s) to be offered or supported by the employer have the potential to achieve and maintain the target auto trip rate:

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All reductions calculated using Attachment A: Commute Trip Reduction Work Sheet (attached):

**Bicycling** – 2% trip reduction; incentives via challenges may provide an additional 1% reduction

**Carpooling** – 0% trip reduction

**Emergency Ride Home** – 1% trip reduction

**Teleworking** – 2% trip reduction; compressed work week may provide an additional 1% reduction

**Transit** – 10% trip reduction

**Walking** – 0% trip reduction

The total projected trip reduction potential is 17%, exceeding the ECO required target of 10% reduction.

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## 6. Any unique aspects of the business or work site influencing the trip reduction strategies selected

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Strategies were selected based on the employee survey findings and experience working to assist employees with their commute options over the years. There are some challenges to encouraging behavior change from driving alone:

- Some employees do not live within the TriMet district, making it impossible for them to use the transit pass benefit for getting to work.
- There is free, abundant parking at virtually all County facilities.
- Some facilities are less convenient for transit use (particularly those not on a MAX line).
- There are not safe and convenient bikeways to and from all County facilities.
- Not all employees at a given location work the same hours, making it challenging for carpooling.
- Not all County positions are eligible for teleworking or compressed work week.
- Many employees travel a great distance to get to work, making transit not feasible due to time needed.

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## 7. A schedule for implementing each of the selected commute option measures

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**Bicycling:** Employees can use the showers and lockers immediately, in addition to the outdoor racks at most facilities. The new secure bike parking corral in the downtown Hillsboro campus will be completed in summer 2019. A Strategic Facility Plan process will start in fall 2019 and conclude in 2020 to consider what additional transportation options amenities and considerations should be included with County facilities.

**Carpooling:** Carpool matching is ongoing through Get There Oregon and expected to continue. The site and associated phone app will be promoted to employees throughout the coming year as a new tool for matching.

**Teleworking:** Teleworking opportunities will be promoted as part of the employee roll out of the Employer of Choice initiative. This project is anticipated to start development in 2019 and be rolled out over the next few years.

**Transit/Emergency Ride Home:** The TriMet pass subsidy and emergency ride home program is ongoing and expected to continue. In summer 2019, the County will transition to the Hop Fastpass but the availability to employees will remain the same.

**Walking:** The Pedestrian Safety Education Project is planned to start in fall 2019 and wrap up by summer 2020, pending disbursement of the grant funds supporting the project.

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## 8. Any alternative emission reduction proposals prepared by the employer according to OAR 340-242-0240

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Washington County has implemented policies and programs to address non-vehicle related air pollution. However, the County does not have any alternative vehicle emissions reduction proposals at this time to reduce commute emissions.

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9. The name, title, telephone number, and business mailing address of the person designated by the employer as the contact for the work site (contact person does not have to be located at the work site); and a signed statement certifying that the documents and information submitted in the plan are true and correct to the best of that person's knowledge.

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Name Don Bohn  
Title Assistant County Administrator  
Address Washington County, 155 N First Ave, MS21, Hillsboro OR 97124  
Phone 503-846-8685

I certify that the documents and information submitted in this plan for Washington County are true and correct to the best of my knowledge.

Signature   
Date 8/7/19

## Attachment A Commute Trip Reduction Work Sheet

ECO Strategy	Potential Trip Reduction	x	Percentage of Employees Who Will Be Offered This Strategy	=	Overall Potential Trip Reduction	Employer's Trip Reduction Target for Strategy
<b>Telecommuting</b> • Full Time • 1-2 Days/Week	82 - 91%		See End Note <sup>i</sup> 0		0	0
	14 - 36%		15%		2-5%	2%
<b>Compressed Work Week</b> • 9/80 Schedule • 4/40 Schedule • 3/36 Schedule	7 - 9%		See End Note <sup>i</sup> 5%		0	0
	16 - 18%		5%		1%	1%
	32 - 36%		0		0	0
<b>Transit Pass Subsidy</b> • Full Subsidy - High Transit Service - Medium Transit Service - Low Transit Service • 1/2 Subsidy - High Transit Service - Medium Transit Service - Low Transit Service	19 - 32%		55%		10 - 18%	10%
	4 - 6%		0		4 - 6%	0
	.5 - 1%		0		.5 - 1%	0
	10 - 16%		0		10 - 16%	0
	2 - 3%		0		2 - 3%	0
	0 - .5%		0		0 - .5%	0
<b>Cash Out Employee Parking</b> - High Transit Service - Medium Transit Service - Low Transit Service	8 - 20%		0		0	0
	5 - 9%		0		0	0
	2 - 4%		0		0	0
<b>Eliminate Parking Subsidies</b> - High Transit Service - Medium Transit Service - Low Transit Service	8 - 20%		0		0	0
	5 - 9%		0		0	0
	2 - 4%		0		0	0
<b>Reduced Cost Parking for HOVs</b>	1 - 3%		0		1 - 3%	0
<b>Alternate Mode Subsidy</b> • Full Subsidy - High Transit Service - Medium Transit Service - Low Transit Service • 1/2 Subsidy - High Transit Service - Medium Transit Service - Low Transit Service	21 - 34%		0		21 - 34%	0
	5 - 7%		0		5 - 7%	0
	1 - 2%		0		1 - 2%	0
	10 - 17%		0		10 - 17%	0
	2 - 4%		0		2 - 4%	0
	.5 - 1%		0		.5 - 1%	0
<b>On-Site Services (café, gym)</b>	1-2%		20%		1-2%	0%
<b>Bicycling Program</b>	0 - 10%		See End Note <sup>ii</sup>		0 - 7%	2%
			7%			

ECO Strategy	Potential Trip Reduction	x	Percentage of Employees Who Will Be Offered This Strategy	= Overall Potential Trip Reduction	Employer's Trip Reduction Target for Strategy
<b>On-Site Rideshare Matching for Carpools and Vanpools</b>	1 - 2%		___ 3% ___	1 - 2%	___ 0 ___
Without support strategies	6 - 8%		___ 0 ___	6 - 8%	___ 0 ___
With support strategies					
<b>Provide Vanpools</b>			See End Note <sup>iii</sup>		
- Company-Provided Vans	15 - 25%		___ 0 ___	___ 0 ___	___ 0 ___
With a Fee	30 - 40%		___ 0 ___	___ 0 ___	___ 0 ___
- Company-Subsidized Vans					
<b>Gifts/Awards for Alternative Mode Use</b>	0 - 3%		___ 10% ___	0 - 3%	___ 1% ___
<b>Provide Buspools</b>	3 - 11%		___ 0 ___	3 - 11%	___ 0 ___
<b>Walking Program</b>	0 - 3%		___ 10% ___	0 - 3%	___ 0 ___
<b>Time Off with Pay for Alternative Mode Use</b>	1 - 2%		___ 0 ___	___ 0 ___	___ 0 ___
<b>Company Cars for Business Travel</b>	0 - 1%		___ 70% ___	0 - 1%	___ 0 ___
<b>Guaranteed Ride Home Program*</b>	1 - 3%		___ 55% ___	1 - 2%	___ 1% ___
<b>TOTAL ESTIMATED EFFECTIVENESS</b>					17%

\* Can only be selected in combination with more effective transit, ridesharing, or parking measures.

### SUPPORT STRATEGIES

In addition to the ECO strategies in the checklist, at least two support strategies must be selected. Please check those support strategies from the list below that you will use at your work site:

- Employee Transportation Coordinator
- Marketing/Education Campaign
- Preferential parking for HOVs
- On-site Transit Pass Sales
- Pre-tax Transit Pass Sales
- Employee Recognition Program
- Shuttles
- Other (please specify) On-site free transit pass distribution, sustainable transportation fair, wellness fair, online information about transportation options on website, TriMet Transit Tracker site, secure bike parking

End Notes:

- i Percentage of employees actually expected to participate.
- ii Percentage of employees who live within 6 miles of the work site.
- iii Percentage of employees who live more than 20 miles away from the work site.

## Attachment B

### Glossary for Commute Trip Reduction Work Sheet

<b>9/80 Schedule</b>	Work 80 hours in nine work days during a two-week period. Usually consists of eight nine-hour days and one eight-hour day. One additional day off every two weeks.
<b>4/40 Schedule</b>	Work four ten-hour days during a single work week. One additional day off each week.
<b>3/36 Schedule</b>	Work three twelve hour days during a single work week. Two additional days off each week.
<b>Alternate Mode</b>	Any mode of travel other than a single occupant vehicle. Includes (but not limited to) carpool, vanpool, transit, bicycling and walking.
<b>Employees Affected</b>	The percent of all employees at a site that are eligible for a particular strategy. Eligibility could be determined by the employer (e.g. only certain job employee characteristics (e.g., a bicycling program is only going to affect employees that travel six miles or less).
<b>High Transit Service</b>	Frequent light rail and bus service. (15 minute headways or less in the peak period.) Multiple bus routes serve location.
<b>HOV (High Occupancy Vehicle)</b>	Any vehicles (e.g., automobiles, trucks, vans, motorcycle) that carries more than one person. Also called carpools or vanpools.
<b>Low Transit Service</b>	All locations with some bus service that are not defined as medium or high.
<b>Medium Transit Service</b>	At least two bus routes serve location with headways of 20 minutes or less in the peak period.
<b>TDM Strategies.</b>	Transportation demand management strategies are measures that are implemented to reduce the amount of vehicle travel in an area.
<b>Trip Reduction</b>	The number (or percent) of one-way vehicle trips that are eliminated as a result of a TDM strategy. A round-trip from home to work and back would count as two vehicle trips.

## Attachment B (Cont.)

### **Telecommuting**

Telecommuting - The employee performs regular work duties at home rather than commuting to work. The employee may telecommute full time, or commute to work on some days and telecommute on others.

The range of trip reduction values reflects the possibility that an employee may sometimes need to travel to the office on a regularly scheduled telecommute day (e.g., for an office-wide meeting). The upper end of the range would apply if this is not ever expected to occur, and the lower end of the range would apply if telecommuters would come into the office on ten percent of their telecommute days. A significant influence on whether an employee needs to travel to the office on a telecommute day is the acceptance by supervisors of telecommuting and a willingness to schedule around telecommute days. For the subcategory of 1-2 Days/Week, the range also reflects the frequency of telecommuting between one and two days per week.

### **Compressed Work Week**

Compressed Work Week - Employees work their regularly scheduled number of hours in fewer days per week or over a number of weeks. The most common forms are:

- 9/80 Schedule: Eighty hours are worked over nine days in two weeks. One day off every two weeks.
- 4/40 Schedule: Four ten-hour days worked per week. One day off each week.
- 3/36 Schedule: Three twelve-hour days worked per week. Two days off each week.

The range of trip reduction values reflects the possibility that an employee may sometimes need to travel to the office on a regularly scheduled day off (e.g., to work extra hours to meet an unexpected deadline). The upper end of the range would apply if this is not ever expected to occur, and the lower end of the range would apply if employees would come into the office on ten percent of their days off. The range is wider for those on a 3/12 schedule because it may be more difficult to coordinate schedules for those who only work three days per week.

For the strategies listed below (Transit Pass Subsidy, Cash Out Employee Parking, Eliminate Parking Subsidies, Reduced Cost Parking For HOVs, Alternate Mode Subsidy) individuals will vary in their sensitivity to an increased cost or a subsidy based on their income, and this will impact the effectiveness of a cost-based strategy. Employees with higher incomes are less sensitive to changes in price and are therefore less likely to change their travel behavior in response to a transit pass subsidy. Conversely, employees with lower incomes are more sensitive to changes in price and are therefore more likely to change their travel behavior in response to a transit pass subsidy. An average response by employees in the region would be the midpoint of each range.

**Transit Pass Subsidy**

Transit Pass Subsidy - For employees who take transit to work on a regular basis, the employer pays for all or part of the cost of a monthly transit pass.

**Cash Out Employee Parking**

Cash Out Employee Parking - An employer that has been subsidizing parking discontinues the subsidy and charges all employees for parking. An amount equivalent to the previous subsidy is then provided to each employee, who can then decide whether to continue driving (at no net change in travel cost to them) or use an alternate mode (which would presumably cost less). Thus, those who use an alternate mode would realize a monetary increase.

**Eliminate Parking Subsidies**

Eliminate Parking Subsidies - The portion of the cost of parking that is paid for by the employer is eliminated, and the employee pays an increased cost for parking. The existing subsidy may be in the form of payments for the parking places to a third party (such as the operator of a parking garage) or may be included in the building/office lease.

**Reduced Cost Parking for HOVs**

Reduced Cost Parking for HOVs - Parking costs charged to employees are reduced for carpools and vanpools.

**Alternate Mode Subsidy**

Alternate Mode Subsidy - For those employees that commute to work by a mode other than driving alone, the employer provides a monetary bonus to the employee. Most often, the bonus is provided monthly in the employee's paycheck.

**On-Site Services**

On-Site Services - Provide services at the work site that are frequently used by the employees of that work site. Examples include cafes/restaurants, dry cleaners, day care centers, and bank machines.

The variation and number of on-site services that are provided for employees will influence the amount of trip reduction that can be achieved. If a variety of on-site services are provided a greater trip reduction can be expected to be achieved. It is also important to provide services that are of interest to the employees located at a particular site.

### **Bicycling Program**

Bicycling Program - Provide support services to those employees that bicycle to work. At a minimum, this would include safe and secure bicycle storage. Shower facilities would provide an additional incentive, as would a direct subsidy towards the purchase of a bicycle.

The range of trip reduction values reflects the willingness of a particular group of employees to bicycle to work, as well as the extent of the bicycle facilities provided. Reasons why employees may not be willing to bicycle to work, no matter how convenient, include a concern about appearance after physical exertion (e.g., crumpled business suits, perspiration), need for a car during the work day or to/from work, and perceived safety concerns. A quick, informal survey of attitudes towards bicycling may be the best approach to determining what point in the range to choose.

### **On-Site Rideshare Matching for Carpools and Vanpools**

On-Site Rideshare Matching - Employees who are interested in carpooling or vanpooling provide information to a transportation coordinator regarding their work hours, availability of a vehicle, and place of residence. The transportation coordinator then matches employees who can reasonably rideshare together, works with neighboring employers to find matches or submits the information to Tri-Met's regional database for matching.

Successfully creating new employee carpools or vanpools requires that employees live close enough to each other (or along the route taken to the work site) and far enough away from work so that the time required for pick up and drop off does not significantly add to the total commute time. In addition, employees who rideshare would need to have similar start and end times at work, with a relatively high level of certainty that their start and end times will be consistent on a day-to-day basis. The variation found among employees for each of these factors will influence whether the lower or higher end of the range should be selected.

### **Provide Vanpools**

Provide Vanpools - Employees that live near each other are organized into a vanpool for their trip to work. A central meeting location is designated where the employees are picked up and dropped off. The employer may subsidize the cost of operating and maintaining the van.

Similar to on-site rideshare matching, the formation of vanpools requires that employees live close enough to each other (or along the route taken to the work site) and far enough away from work so that the time required meeting at a common pick-up point does not significantly add to the total commute time. In addition, employees who vanpool would need to have similar start and end times at work, with a

relatively high level of certainty that their start and end times will be consistent on a day-to-day basis. The variation found among employees for each of these factors will influence whether the lower or higher end of the range should be selected.

### **Gifts/Awards for Alternative Mode Use**

Gifts/Awards for Alternative Mode Use - Employees are offered the opportunity to receive a gift or an award for using modes other than driving alone. This strategy could be designed so that employees receive points every time they use an alternate mode, and then accumulated points can be used to "purchase" an award. Another approach is to raffle prizes as part of a marketing campaign (maybe an annual rideshare fair) where the raffle tickets are distributed in proportion to the amount of alternate mode use by each employee.

The opportunity to use alternative modes and the income level of the employees will influence the effectiveness of this measure in reducing vehicle trips. Higher values in the range listed could also be achieved through creative gifts/awards programs that are customized to the characteristics of the employees. For example, if football pools are popular among employees, then a ticket to a sporting event may be an effective incentive to encourage alternative mode use.

### **Walking Program**

Walking Program - Provide support services for those who walk to work. This could include buying walking shoes or providing shower facilities.

The success of a walking program will depend upon the number of employees that live within a reasonable walking distance from work. The greater majority of those who would walk to work live within one mile of the work site. Pedestrian accessibility to the work site is also an important factor. Employees will be more willing to walk to work if there are sidewalks that provide a safe and direct route from their home to the door of their work site.

Deterrents to walking include the need to cross streets with a great deal of traffic, lack of direct access (e.g., a fence that has been erected between a residential area and an office complex), and the presence of safety concerns (e.g., high crime in the neighborhood).

### **Time Off with Pay for Alternative Mode Use**

Time Off with Pay for Alternate Mode Use - Rather than a monetary incentive, a gift, or an award, employees are offered time off with pay as an incentive to use alternate modes. An example may be to

offer an extra day off with pay to employees who use a mode other than driving alone over a three-month period.

The opportunity to use alternative modes will influence the effectiveness of this measure in reducing vehicle trips. A greater amount of time off with pay for full time versus part time alternative mode use can also increase the amount of trip reduction achieved.

### **Company Cars for Business Travel**

Company Cars for Business Travel - Employees are allowed to use company cars for business-related travel during the day. This assists to remove the disincentive for using an alternate mode for those people who may need their cars for business purposes during the workday.

The opportunity to use alternative modes will influence the effectiveness of this measure in reducing vehicle trips. In addition, the number of employees who may need a car for business travel during the day, and the level of assurance that a car will be available, will influence the amount of trip reduction that can be achieved.

### **Guaranteed Ride Home Program**

Guaranteed Ride Home Program - A company-owned or leased vehicle or taxi fare is provided in the case of an emergency for employees that carpool, vanpool, use transit, walk, or bicycle.

A guaranteed ride home program supports the effectiveness of other ECO measures that encourage the use of transit or ridesharing. The additional effectiveness from this measure would be relatively small compared to the other measures implemented, therefore, the value selected from the range listed would in part be based upon the percent of trip reduction estimated from transit and ridesharing. This measure also has a greater impact in situations in which employees have expressed a concern about the need for a ride home in the case of an emergency or if the employee is required to work late.

### Attachment C ECO Strategy Applicability

Transportation Strategy	EMPLOYEE TYPE						
	Officials & Managers	Professionals	Technicians	Paraprofessionals	Administrative Support	Skilled Craft	Service Maintenance
Telecommuting	Yes	Yes	Yes	Yes	Yes	No	No
Compressed Work Week	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Transit Pass Subsidy	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Cash Out Employee Parking	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Eliminate Parking Subsidies	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reduced Cost Parking for HOVs	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Alternate Mode Subsidy	No	No	No	No	No	No	No
On-Site Services	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Guaranteed Ride Home Program	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bicycling Program	Yes	Yes	Yes	Yes	Yes	Yes	Yes
On-Site Rideshare Matching	No	No	No	No	No	No	No
Shuttle to Light Rail Station	No	No	No	No	No	No	No
Provide Vanpools	No	No	No	No	No	No	No
Gifts/Awards for Alternate Mode Use	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Provide Buspools	No	No	No	No	No	No	No
Walking Program	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Time Off with Pay for Alternate Mode Use	No	No	No	No	No	No	No
Noontime Shuttle	No	No	No	No	No	No	No
Company Cars for Business Travel	Yes	Yes	Yes	Yes	Yes	Yes	Yes

**Attachment D**  
ECO Survey Results

The latest ECO Survey results are included on the following pages.



## WASHINGTON COUNTY ECO SURVEY RESULTS: DOWNTOWN HILLSBORO

March 2019

(March 18 - April 10, 2019)

This report summarizes your employee's responses to the Employee Commute Options Survey. The results identify the modes of transportation your employees use to commute to your worksite and the number of weekly trips their choices generate.

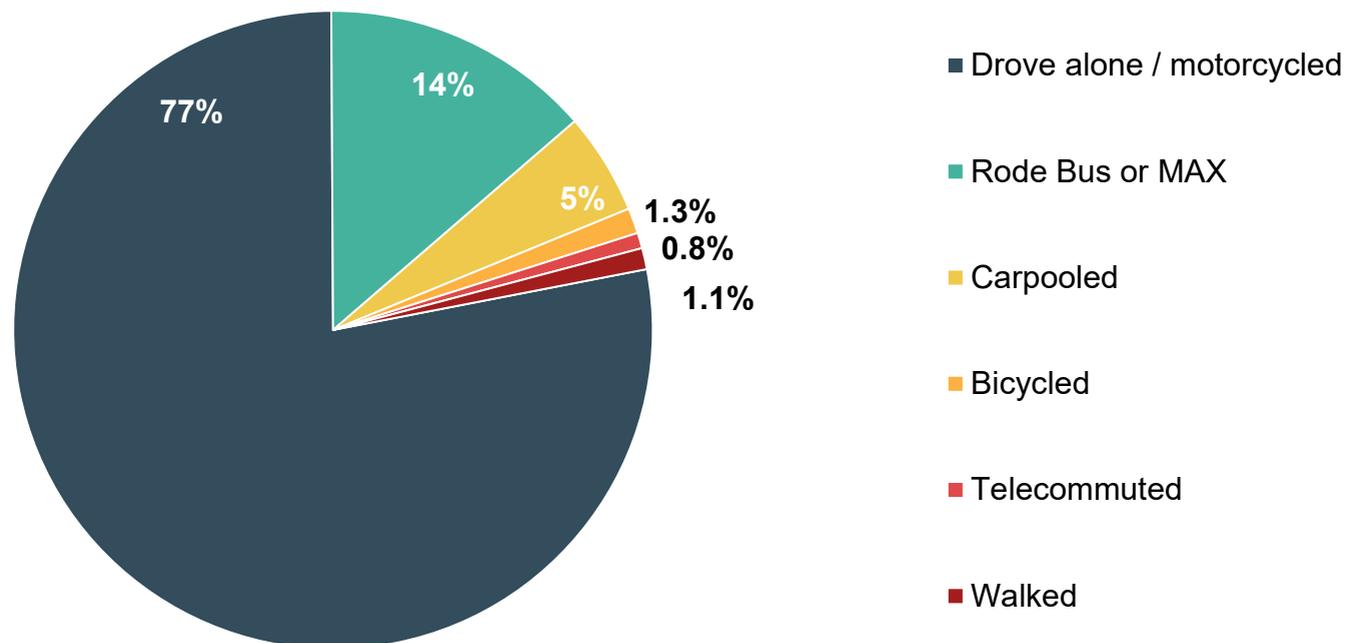
### Washington County

Downtown Hillsboro  
155 N First Avenue  
Hillsboro, OR 97123

ECO Affected Population	1,103
Employee Population Surveyed	380
Surveys Returned	288
Response Rate	76%
<b>Current Auto Trip Rate (ATR)</b>	<b>79%</b>
Baseline ATR	91%
Target ATR	82%

### Weekly Employee Trips

Commute Method	Reported Weekly Trips	Total Expected Weekly Trips	% of Total Weekly Trips	Total Weekly Auto Trips
Drove Alone or Motorcycled	1090	1438	76.7%	1438
Rode the bus or MAX	192	253	13.5%	0
Carpooled	72	95	5.1%	45
2-person	66	87	4.6%	44
3-person	4	5	0.3%	2
4-person	2	3	0.1%	0
5+-person	0	0	0.0%	0
Walked	15	20	1.1%	0
Biked	18	24	1.3%	0
Telecommuted	11	15	0.8%	0
Compressed Work Week	23	30	1.6%	0
TOTAL	1421	1875	100.0%	1483



**"Trip"** - a one-way commute trip that an employee takes to / from work.

**"Total Expected Trips"** - an estimate based on the total employee population. The "Total Expected Trips" is calculated by dividing the reported weekly trips by the survey response rate.

**"Auto Trip Rate"** - based on the sum of drive alone trips and carpool trips. Carpool trips are totaled based on the number of riders (one 2-person carpool trip counts as a 1/2 drive alone trip, one 4-person carpool trip counts as a 1/4 drive alone trip, etc.). The "Auto Trip Rate" is calculated by dividing the total weekly auto trips by the total expected weekly trips.



## WASHINGTON COUNTY ECO SURVEY RESULTS: WALNUT STREET

**March 2019**  
(March 18 - April 10, 2019)

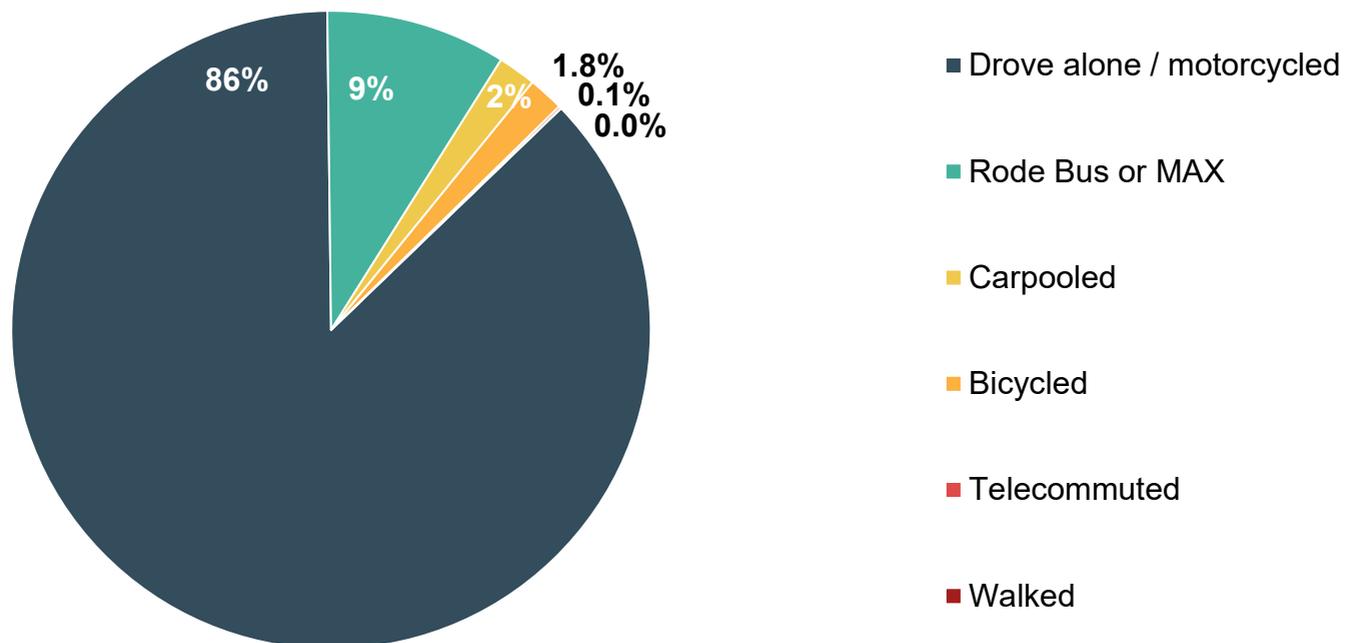
This report summarizes your employee's responses to the Employee Commute Options Survey. The results identify the modes of transportation your employees use to commute to your worksite and the number of weekly trips their choices generate.

**Walnut Street**  
1400 SW Walnut Street  
Hillsboro, OR 97123

ECO Affected Population	209
Employee Population Surveyed	209
Surveys Returned	157
Response Rate	75%
<b>Current Auto Trip Rate (ATR)</b>	<b>87%</b>
Baseline ATR	83%
Target ATR	74%

### Weekly Employee Trips

Commute Method	Reported Weekly Trips	Total Expected Weekly Trips	% of Total Weekly Trips	Total Weekly Auto Trips
Drove Alone or Motorcycled	678	903	86.3%	903
Rode the bus or MAX	71	95	9.0%	0
Carpooled	15	20	1.9%	8
2-person	8	11	1.0%	5
3-person	7	9	0.9%	3
4-person	0	0	0.0%	0
5+-person	0	0	0.0%	0
Walked	0	0	0.0%	0
Biked	14	19	1.8%	0
Telecommuted	1	1	0.1%	0
Compressed Work Week	7	9	0.9%	0
<b>TOTAL</b>	<b>786</b>	<b>1046</b>	<b>100.0%</b>	<b>911</b>



**"Trip"** - a one-way commute trip that an employee takes to / from work.

**"Total Expected Trips"** - an estimate based on the total employee population. The "Total Expected Trips" is calculated by dividing the reported weekly trips by the survey response rate.

**"Auto Trip Rate"** - based on the sum of drive alone trips and carpool trips. Carpool trips are totaled based on the number of riders (one 2-person carpool trip counts as a 1/2 drive alone trip, one 4-person carpool trip counts as a 1/4 drive alone trip, etc.). The "Auto Trip Rate" is calculated by dividing the total weekly auto trips by the total expected weekly trips.



## WASHINGTON COUNTY ECO SURVEY RESULTS: SERVICE CENTER EAST

**March 2019**  
(March 18 - April 10, 2019)

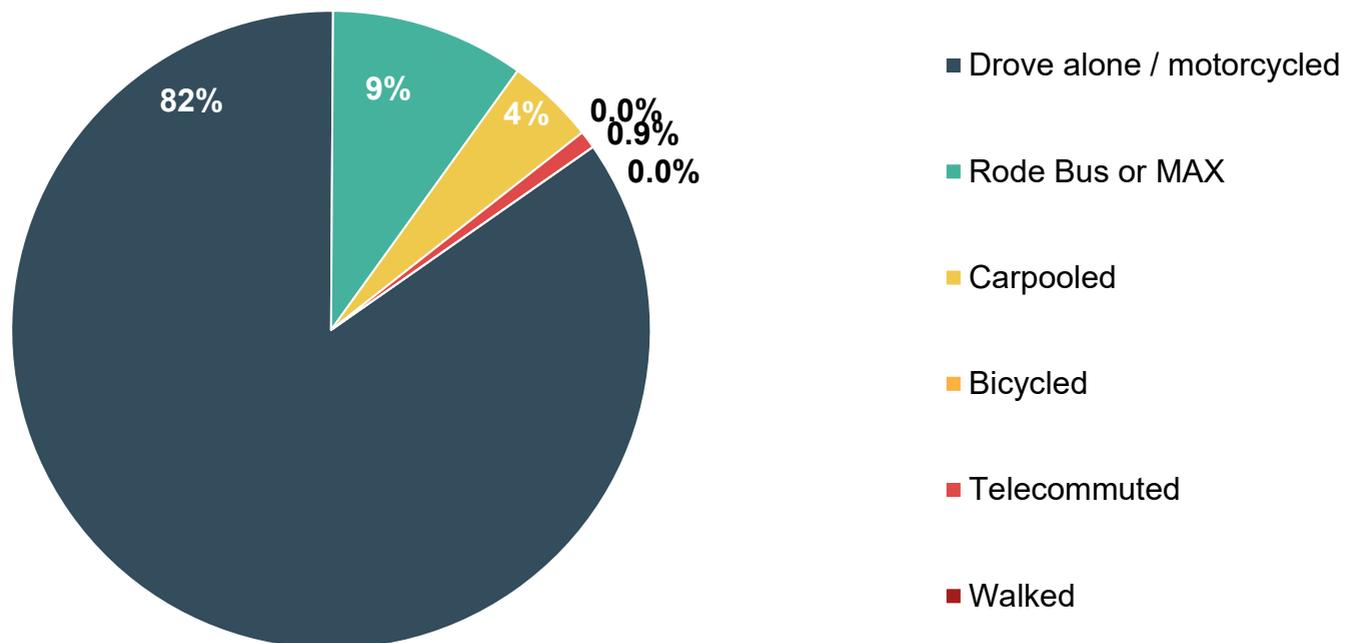
This report summarizes your employee's responses to the Employee Commute Options Survey. The results identify the modes of transportation your employees use to commute to your worksite and the number of weekly trips their choices generate.

**Service Center East**  
3700 SW Murray Blvd  
Beaverton, OR 97005

ECO Affected Population	31
Employee Population Surveyed	31
Surveys Returned	24
Response Rate	77%
<b>Current Auto Trip Rate (ATR)</b>	<b>83%</b>
Baseline ATR	79%
Target ATR	72%

### Weekly Employee Trips

Commute Method	Reported Weekly Trips	Total Expected Weekly Trips	% of Total Weekly Trips	Total Weekly Auto Trips
Drove Alone or Motorcycled	95	123	81.9%	123
Rode the bus or MAX	11	14	9.5%	0
Carpooled	5	6	4.3%	1
2-person	2	3	1.7%	1
3-person	0	0	0.0%	0
4-person	3	4	2.6%	0
5+-person	0	0	0.0%	0
Walked	0	0	0.0%	0
Biked	0	0	0.0%	0
Telecommuted	1	1	0.9%	0
Compressed Work Week	4	5	3.4%	0
<b>TOTAL</b>	<b>116</b>	<b>150</b>	<b>100.0%</b>	<b>124</b>



**"Trip"** - a one-way commute trip that an employee takes to / from work.

**"Total Expected Trips"** - an estimate based on the total employee population. The "Total Expected Trips" is calculated by dividing the reported weekly trips by the survey response rate.

**"Auto Trip Rate"** - based on the sum of drive alone trips and carpool trips. Carpool trips are totaled based on the number of riders (one 2-person carpool trip counts as a 1/2 drive alone trip, one 4-person carpool trip counts as a 1/4 drive alone trip, etc.). The "Auto Trip Rate" is calculated by dividing the total weekly auto trips by the total expected weekly trips.



## WASHINGTON COUNTY ECO SURVEY RESULTS: ELAM YOUNG

**March 2019**  
(March 18 - April 10, 2019)

This report summarizes your employee's responses to the Employee Commute Options Survey. The results identify the modes of transportation your employees use to commute to your worksite and the number of weekly trips their choices generate.

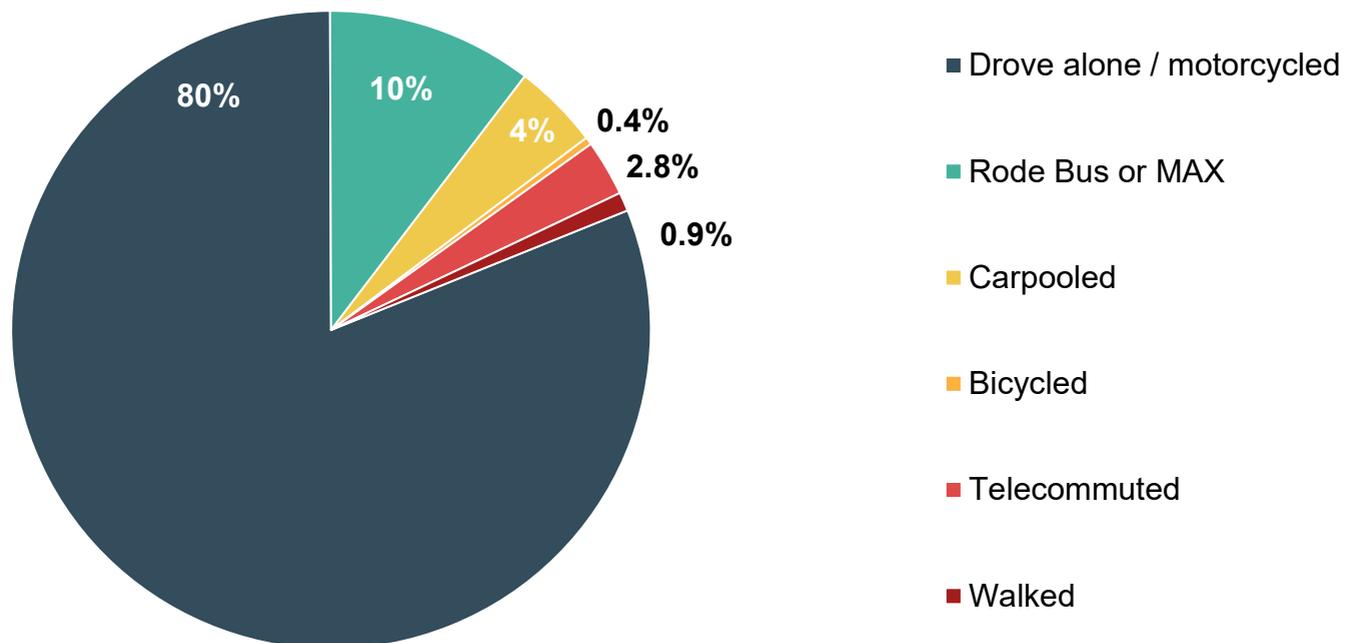
**Elam Young**

5240 NE Elam Young Parkway  
Hillsboro, OR 97124

ECO Affected Population	139
Employee Population Surveyed	139
Surveys Returned	107
Response Rate	77%
<b>Current Auto Trip Rate (ATR)</b>	<b>83%</b>
Baseline ATR	82%
Target ATR	74%

**Weekly Employee Trips**

Commute Method	Reported Weekly Trips	Total Expected Weekly Trips	% of Total Weekly Trips	Total Weekly Auto Trips
Drove Alone or Motorcycled	428	556	80.5%	556
Rode the bus or MAX	55	71	10.3%	0
Carpooled	23	30	4.3%	15
2-person	23	30	4.3%	15
3-person	0	0	0.0%	0
4-person	0	0	0.0%	0
5+-person	0	0	0.0%	0
Walked	5	6	0.9%	0
Biked	2	3	0.4%	0
Telecommuted	15	19	2.8%	0
Compressed Work Week	4	5	0.8%	0
<b>TOTAL</b>	<b>532</b>	<b>691</b>	<b>100.0%</b>	<b>571</b>



**"Trip"** - a one-way commute trip that an employee takes to / from work.

**"Total Expected Trips"** - an estimate based on the total employee population. The "Total Expected Trips" is calculated by dividing the reported weekly trips by the survey response rate.

**"Auto Trip Rate"** - based on the sum of drive alone trips and carpool trips. Carpool trips are totaled based on the number of riders (one 2-person carpool trip counts as a 1/2 drive alone trip, one 4-person carpool trip counts as a 1/4 drive alone trip, etc.). The "Auto Trip Rate" is calculated by dividing the total weekly auto trips by the total expected weekly trips.



## WASHINGTON COUNTY ECO SURVEY RESULTS: BLANTON STREET

**March 2019**  
(March 18 - April 10, 2019)

This report summarizes your employee's responses to the Employee Commute Options Survey. The results identify the modes of transportation your employees use to commute to your worksite and the number of weekly trips their choices generate.

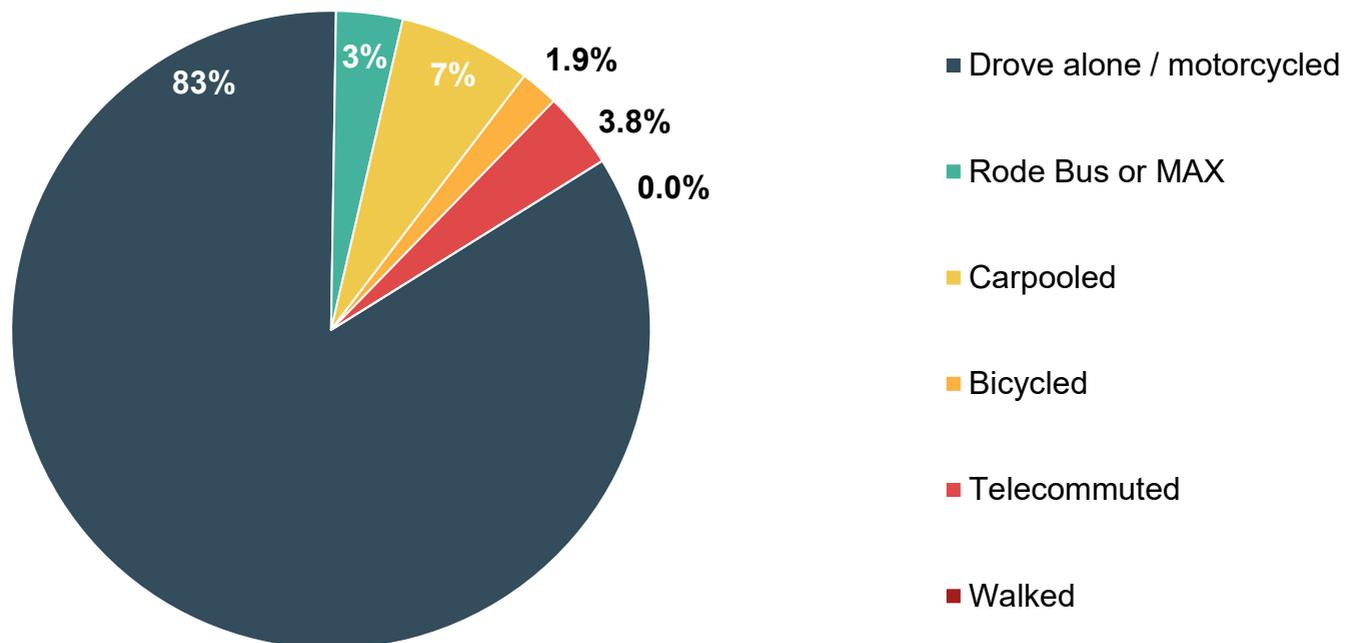
### Blanton Street

20665 SW Blanton Street  
Aloha, Oregon 97078

ECO Affected Population	52
Employee Population Surveyed	52
Surveys Returned	42
Response Rate	81%
<b>Current Auto Trip Rate (ATR)</b>	<b>86%</b>
Baseline ATR	-
Target ATR	-

### Weekly Employee Trips

Commute Method	Reported Weekly Trips	Total Expected Weekly Trips	% of Total Weekly Trips	Total Weekly Auto Trips
Drove Alone or Motorcycled	175	217	82.9%	217
Rode the bus or MAX	7	9	3.3%	0
Carpooled	14	17	6.6%	9
2-person	14	17	6.6%	9
3-person	0	0	0.0%	0
4-person	0	0	0.0%	0
5+-person	0	0	0.0%	0
Walked	0	0	0.0%	0
Biked	4	5	1.9%	0
Telecommuted	8	10	3.8%	0
Compressed Work Week	3	4	1.4%	0
<b>TOTAL</b>	<b>211</b>	<b>261</b>	<b>100.0%</b>	<b>225</b>



**"Trip"** - a one-way commute trip that an employee takes to / from work.

**"Total Expected Trips"** - an estimate based on the total employee population. The "Total Expected Trips" is calculated by dividing the reported weekly trips by the survey response rate.

**"Auto Trip Rate"** - based on the sum of drive alone trips and carpool trips. Carpool trips are totaled based on the number of riders (one 2-person carpool trip counts as a 1/2 drive alone trip, one 4-person carpool trip counts as a 1/4 drive alone trip, etc.). The "Auto Trip Rate" is calculated by dividing the total weekly auto trips by the total expected weekly trips.