



Statewide Park & Ride Program Best Practices Guide

February 2013

VDOT Statewide Park & Ride Program Best Practices Guide

Table of Contents

Introduction:	1
1. Organization of Park & Ride and Transportation Demand Management Functions.....	2
2. Policies for Park & Ride Planning, Operations, Maintenance.....	3
3. Communication and Outreach Strategies	7
4. Strategies to Encourage Use of Park & Ride Lots.....	8
5. Partnerships.....	9
6. Funding	11

Appendix

1. Organization of Park & Ride and Transportation Demand Management Functions.....	13
2. Policies for Park & Ride Planning, Operations, and Maintenance	15
3. Communication and Outreach Strategies	24
4. Strategies to Encourage Use of Park & Ride Lots.....	31
5. Partnerships.....	33
6. Funding	37

Introduction:

This document details the best practices in statewide Park & Ride programs. It was created to help inform and guide the ongoing development and implementation of the Virginia Department of Transportation's (VDOT) Park & Ride program.

The study team used three research methods to identify and assess best practices of statewide Park & Ride programs:

1) Online information searches:

The online information searches predominantly focused on Park & Ride programs in other states, but local programs within Virginia were also reviewed. This secondary research identified leading Park & Ride programs that were worthy of follow-up investigation. The key findings and insights from this secondary research are presented in this document.

2) Telephone interviews with representatives of state level Park & Ride programs:

The study team formulated specific questions for each of the leading programs. In-depth one-on-one interviews were conducted by telephone. Organizations contacted included Michigan Department of Transportation, Fairfax County Department of Transportation, and CommuteSmart Birmingham. The key findings and insights from this primary research are also presented in this document.

3) Written survey among key Park & Ride program stakeholders across Virginia:

The third research component was a written questionnaire to garner feedback from different groups involved in Park & Ride planning, construction, implementation, and maintenance within Virginia. The survey was sent to organizations involved at a variety of levels in the Park & Ride process in Virginia, including VDOT Central Office divisions (Transportation and Mobility Planning Division, Traffic Engineering Division, Maintenance Division, Operations and Security Division, Program Management, and Environmental Division), VDOT districts, VDOT residencies, the Virginia Department of Public Rail and Transit (DRPT), Planning District Commissions (PDCs), and ridesharing agencies. The results of this survey are summarized in a separate document.

The key findings and insights from this research effort are presented throughout this document as "should have" components of a modern day Park & Ride program – *the full complement of the current best practices of the leading statewide Park & Ride programs across the country.*

Best practices are organized and presented across six broad categories:

- 1) Organization of Park & Ride and Transportation Demand Management Functions
- 2) Policies for Park & Ride Planning, Operations, and Maintenance
- 3) Communication and Outreach Strategies
- 4) Strategies to Encourage Use of Park & Ride Lots

- 5) Partnerships
- 6) Funding

1. Organization of Park & Ride and Transportation Demand Management Functions

A Park & Ride program should have a formal organizational structure with defined roles and responsibilities for personnel managing and working in the program.

A Park & Ride program should have formal policies and procedures that define how the Park & Ride program will operate including roles, responsibilities, communication chains, and funding streams.

A Park & Ride program should have staff with a defined percentage of their time dedicated specifically for Park & Ride functions.

A Park & Ride program should have coordinators at the statewide level and Park & Ride coordinators at the district level to manage multijurisdictional functions.

A Park & Ride program should work closely with transit and ride matching agencies (travel demand management, TDM, agencies). Park & Ride facilities should be integrated within a multimodal transportation system.

Park & Ride lots support TDM. The Park & Ride program should work closely with TDM groups or agencies to support alternative modes of travel to the single-occupant vehicle (SOV) such as transit and carpooling.

Park & Ride facilities should support existing high occupancy vehicle (HOV) programs by providing a sufficient number of parking spaces. Park & Ride facilities should be constructed in cooperation with HOV lanes and other TDM projects such as bus rapid transit, light rail and congestion priced toll roads.

Park & Ride lots should be located outside the central business districts where the demand for parking exceeds availability. Park & Ride lots support carpooling, vanpooling, and transit into central business districts seeking to manage parking demand (paid parking). When parking demand exceeds supply, there is a need for alternative modes of travel to the SOV.

A Park & Ride program could be managed within several divisions, including a Transportation Planning Division, Traffic Engineering Division, TDM Division, and/or Maintenance Division.

A Park & Ride program should be organized so that it can be closely coordinated with regional transit agencies and regional planning commissions in the planning process and inventory of Park & Ride facilities.

A Park & Ride program should include strategies to encourage the use of Park & Ride lots.

A Park & Ride program should have dedicated funding streams and processes for Park & Ride lot maintenance, construction, partnerships, and amenities.

A Park & Ride program should oversee funding, maintenance, policy, and marketing/communication.

A Park & Ride program should work closely with localities to develop parking demand management strategies.

2. Policies for Park & Ride Planning, Operations, and Maintenance

Planning

Construction of Park & Ride facilities should be considered as an alternative to widening roads as a means to reduce congestion.

A Park & Ride program should support the goals of TDM and multimodal transportation programs of the state department of transportation. Park & Ride lots should be planned in conjunction with other transportation improvement projects such as bus rapid transit facilities, new freeways, interchange modifications, road widening, new HOV facilities, and multimodal facilities.

Relevant data useful in determining Park & Ride lot demand includes:

- Census data
- Land use maps
- Long-range transportation plans
- Traffic and congestion data
- Transit/commuter surveys
- Ride matching databases with origin and destination information

Park & Ride lots should be located using one or more of the following criteria:

- Along primary commuter travel routes
- Directly upstream from congestion on major corridors
- Close to city centers and activity centers
- Near transit connections or major arterials such as highways
- Near areas with the greatest demand
- At areas with good visibility, access, and near compatible land uses
- At or near junctions of two or more major corridors
- Informal Park & Ride activity
- Density of residential areas
- Intensity and concentration of employment
- Distance between major residential areas and employment centers
- Current and projected vehicular and transit levels of service on adjacent roadways
- Deliverability – Likelihood that the lot will be constructed
- Support from Metropolitan Planning Organization (MPO), Locality, and Transit Operator(s)
- Impact on freeway congestion (level of service improvement)
- Measurable increase in transit/vanpool/carpool ridership
- Ability to leverage state funds with matching federal funds

Demand varies from region to region based on lot classification, function, and location. Lot classification is the hierarchy of Park & Ride facilities based on functional characteristics of the individual lots.

For planning purposes, lot operations are classified as follows:

- Informal – On-street, open area parking without public investment
- Opportunistic or Joint-Use – Shared-use lots through partnerships
- Park-and-Pool – Carpool and vanpool formation
- Suburban – Transit collector located on the outer edges of an urban area
- Transit Center – High demand location with multiple transit options
- Satellite Parking – Alternative to on-site parking place on the outer edge of an activity center (i.e., central business district, sports complex, airport)

Lot classification is useful for determining the appropriate level of public investment in the facility with regard to how lots will be planned, how lots will operate, and how money will be spent on maintenance.

General guidelines to follow when determining the location of a new Park & Ride lot or when improving an existing Park & Ride lot can be as follows:

- Determine the potential Park & Ride lot location(s) based on previously-mentioned criteria
- Determine the entity that owns or has rights to the property or properties
- Contact the locality and MPO to gather support and approval (funding commitments should be obtained at this point, if not earlier)
- Contact Park & Ride Coordinator responsible for region
- Contact agencies/localities to determine specific processes that should be completed before a project can be approved or built
- Prepare initial project design map with proposed location, lot size, and amenities
- Prepare Park & Ride assessment of considered locations including project summary, location, potential usage, transit service linkage, and a cost/benefit analysis
- Identify funding and acquire funding commitments
- Add Park & Ride lot project to the transportation plan (local, regional, or statewide)
- Form project development team
- Prepare a project initiation document
- Program the project by adding it to the appropriate program for funding
- Prepare appropriate forms for project approval and prepare proper environmental documentation
- Prepare project plans, specifications, and estimates (project design)
- Secure Right-of-Way by purchasing or leasing needed property and approving master agreement, maintenance agreement, and other required agreements.
- Construct Park & Ride lot

Areas with expected population growth should promote the inclusion of Park & Ride lots into land use plans, long-range transportation plans, transit plans, building codes, and development proffers.

It may be cheaper to construct a new Park & Ride facility than it is to add-on or alter the design of an

existing facility.

A Park & Ride program should determine an appropriate parking space threshold (i.e. 400 spaces) to determine when construction of a new Park & Ride lot should be considered versus a leasing arrangement.

Park & Ride lots that are underperforming should be evaluated to verify if the existing facility is economical to maintain and operate. A policy should be determined for underutilized lots such as lots with utilization below 20 percent.

Transit facilities and Park & Ride lots should be one in the same. Park & Ride lots should be used for public transportation and should be located in close proximity to public transportation. Since Park & Ride lot demand is closely related to transit demand, Park & Ride lots should be at locations where frequent expressed bus transit is available (approximately every 15 minutes). Park & Ride lots should also be located where light rail and rail transit are available.

The Park & Ride program coordinators and transit providers should work closely together in the planning and operation of Park & Ride lots.

Park & Ride lots along transit routes increase transit ridership helping to reduce congestion along corridors.

Park & Ride facilities should be located within 0.3 miles of major commuting travel routes.

Optimal distance of Park & Ride lots to travel destinations varies depending on region.

Park & Ride lots should include lighted and sheltered waiting areas where economically feasible. Careful planning of lot functions, such as transit service, need to be considered in the Park & Ride planning process.

Parking accommodations at Park & Ride lots should be free of charge if possible.

Pedestrian/bicyclist accommodations such as trails, bike racks, lockers, shelters, sidewalks, and Americans with Disabilities Act (ADA) compliant curb ramps should be constructed at Park & Ride lots that are located within a quarter mile of stores and attractions.

Park & Ride lots should be designed to provide for pedestrian safety.

Park & Ride lots should be located in areas that could potentially be redeveloped to encourage redevelopment efforts.

The predominant land use surrounding most Park & Ride lots is medium-density, medium-income residential areas. Park & Ride lots should be located in these areas, when applicable.

Potential sites for new Park & Ride lots should be selected based on location, but environmental impacts should be minimized as much as possible.

Full Park & Ride lots are key indicators that new Park & Ride lots should be located nearby.

Ride matching databases are a good resource to use when identifying where new Park & Ride lots are needed. These databases contain origin and destination data.

Employer outreach could be used as another data point to determine the location of Park & Ride lots. Analyses could be conducted using employee address information to evaluate potential areas for Park & Ride facilities and identify potential vanpools.

It is best for Park & Ride lots to be planned at the local level; however, it is recommended that local decision making processes and policies be the same throughout the entire Park & Ride program. Localities are expected to operate with different budgets based on regional needs.

Program branding, databases, reporting systems, and website interfaces should be consistent throughout the state to ensure continuity between regions. It will also improve the Park & Ride user experience. Using the same database and reporting system will allow for the creation of uniform reports for Park & Ride administrators.

Statewide and local transportation analysis report guidelines should establish procedures and requirements within existing study requirements to evaluate Park & Ride lot needs. Projects with significant traffic impacts should identify improvements to existing Park & Ride lots and identify the location of new Park & Ride lots, if applicable.

Landscaping and aesthetic elements should be implemented into the planning process of Park & Ride lots to encourage lot usage and to integrate lots into communities.

Operations

Planning of Park & Ride facilities should include considerations for expansion of the lot to reduce expansion construction costs.

When possible, the Park & Ride program should operate lots rather than own the lots.

Lease agreements with commercial developments or facilities, such as churches, that are lightly used during the week should be pursued instead of constructing Park & Ride lots.

It is best for Park & Ride lots to include security features such as lot lighting and/or regular police patrol.

Maintenance

Arrangements for lot maintenance including repairs, landscaping, tree removal, snow removal, and lighting should be arranged and paid for by the lot owner. Lease agreements and partnership arrangements should pass maintenance onto lot owners.

Liabilities for Park & Ride lots need to be determined and clearly disclaimed in maintenance agreements.

3. Communication and Outreach Strategies

Park & Ride programs require a program website that provides users with a map of all Park & Ride lots around the state. The map should also include relevant information about each lot including directions to the lot, capacity of the lot, surface type, multimodal access (i.e. bike trails), and lighting conditions. The Park & Ride program website should identify if the lot is serviced by a transit system or vanpools. The most effective websites include up-to-date transit route service times. It is also helpful to provide Park & Ride site diagrams, identify whether or not an entrance sign is posted, etc. The contact information for the entity responsible for maintaining each lot should be available on the Park & Ride program website to report issues at the lots.

The Google maps interface is the most used interface for Park & Ride programs and travel demand programs.

Park & Ride lot information, as well as transit and vanpool information, could be provided using the existing 511 traffic information program to encourage the use of Park & Ride lots.

In addition to the Park & Ride program website, mobile solutions such as apps and mobile websites should be available to provide much of the same information provided on the Park & Ride program website.

Mobile applications could be developed to serve users of Park & Ride facilities or travel demand agencies. Popular third-party mobile applications could also be recommended for the Park & Ride program to improve the user experience.

A “Cellular Phone Parking Space Monitoring and Information System” could be used to inform commuters of Park & Ride lot availability on their mobile device. Commuters could receive real-time information about parking space availability and could be given the ability to reserve a space in a particular lot. If the lot requires a fee, it could also be paid using a mobile device.

The Park & Ride program should develop a strong brand that will greatly assist in the promotion of Park & Ride lots. The key element of the branding effort is the Park & Ride signage system – consistent graphics and iconology and a critical mass of Park & Ride signs along commuter corridors.

A marketing communications plan should be developed with assistance from marketing professionals. The best Park & Ride program marketing communications plans target potential commuter segments that are more likely to rideshare, and, thus, use Park & Ride lots.

Effective marketing strategies include press releases, local radio interviews, advertising, leaflets, posters, exhibitions, promotional videos, internet promotions, direct contact (meetings with major employers), special offers, and inclusion in general travel information.

4. Strategies to Encourage Use of Park & Ride Lots

The development of a well-organized and easy-to-use website is recommended to attract and assist Park & Ride lot users.

The most effective websites feature maps of where Park & Ride lots are located and the major routes accessible from each Park & Ride lot. The maps should identify any fees associated with the use of each Park & Ride lot, if any.

On the website, it is helpful to identify regional Park & Ride lot characteristics, such as access to slugging in many Northern Virginia lots or access to light rail in the City of Norfolk.

A website should identify available transit and vanpools accessible from Park & Ride lots. The most useful websites include bus routes, commuter rail schedules, light rail schedules, and available vanpools.

Additional features such as a cost savings calculator or trip planner are useful tools to improve the user experience. Advanced trip planners require additional information such as transit routes, transit schedules, rail schedules, and vanpool pick-up and drop-off times.

Online tutorials are also useful as they help novice users understand what Park & Ride lots are and how to use them.

A marketing plan should be developed to promote Park & Ride lots using professional marketers, including new park & ride lot launches.

A marketing strategy should include press releases, promotional videos, internet promotions, and inclusion with general travel information such as 511.

The Park & Ride program should reinforce the Park & Ride graphic signage system. This strong branding association will teach potential users how to follow directional signage to the lots.

Lot amenities and features should be described for each Park & Ride lot to attract commuters. Amenities such as bicycle racks, lockers, bathroom facilities, showers, maintained landscaping, and lighting are known to attract lot users.

It is helpful to identify Park & Ride lots with “kiss and ride” areas that allow for quick drop-off and pick-up.

Incentive programs may be required to help attract commuters to Park & Ride lots.

An incentive program similar to Telework! VA that provides tax credits and financial assistance to businesses to offset the costs of starting up or expanding a telework program could be effective in establishing Park & Ride lot usage. This program could also be implemented regionally where congestion mitigation strategies are needed, which includes regions where roadway projects along major corridors affect travel patterns.

Incentive programs that pay SOV commuters to use alternative forms of transportation could encourage the use of ridesharing, vanpools, and transit, which subsequently increases the use of Park & Ride lots as meeting places. Incentives could be paid in the form of cash, gas cards, or gift cards.

Park & Ride incentive programs should work with travel demand agency incentive programs if they are separate programs.

The Park & Ride program should reach out to employers to promote awareness of Park & Ride lots, their amenities, and available transit/vanpools in conjunction with travel demand agencies.

Incentive programs with electric power companies or equipment manufacturers should be considered to outfit Park & Ride lots with electricity and electric charge stations to prepare infrastructure for future use of electric and plug-in hybrid vehicles. This incentive would also attract electric and plug-in hybrid vehicle owners to use these Park & Ride lots.

An E-Z Pass based Parking Space Monitoring System may encourage existing E-Z Pass users to use fee-based Park & Ride lots. An E-Z Pass monitoring system will also improve ingress and egress into a fee based Park & Ride lot.

No matter what marketing efforts are utilized, it is important to coordinate all Park & Ride program marketing plans and outreach efforts with the local TDM and transit agencies serving the area.

5. Partnerships

A statewide Park & Ride program should be legally permitted to enter into lease agreements with private property owners.

Park & Ride lots from private property owners can come in the form of Park & Ride informal agreements or formal lease agreements. Either form should be well documented.

Public-private partnership agreements should be sought after to fulfill Park & Ride lot demand. It may be more economical to meet Park & Ride lot demand through partnership agreements when compared to constructing a new Park & Ride lot.

Public-private partnership lease agreements can vary in duration. To reduce long-term costs, one-time fees should be considered.

The Park & Ride program managers and/or travel demand agencies should have the authority to review zoning modifications proposed with new development to require parking spaces to be designated for Park & Ride usage.

A study found that Park & Ride users are 1.55 times per week more likely to shop at retail establishments providing Park & Ride spaces. The benefit for retail establishments is an additional \$1,000 dollars per Park & Ride user per year. This practice is oftentimes a win-win situation since the Park & Ride parking spaces will attract additional customers to the convenience store while the security presence at the convenience store will improve security for the Park & Ride users. Many proposed Park & Ride lots are

located along major corridors and at major roadway junctions providing an attractive location for retail development.

The Park & Ride program should develop standard license agreements with a wide variety of partners, including churches and private businesses (e.g., banks, bowling alleys, and shopping centers). Lease templates should be provided and approved for use by state agencies.

Good records should be kept for Park & Ride agreements and lease agreements such as data being entered into a statewide database featuring all Park & Ride lots.

Park & Ride lease payments should be based on monthly costs, but should be paid in advance of the lease term as a one-year lump sum, which simplifies the accounting process.

All lease agreements should have termination clauses in the event that lease property experiences unmitigated issues such as lot security and maintenance.

A formal lease agreement should be arranged rather than an informal agreement prior to providing amenities or improvements such as bus shelters, bike racks, etc.

The process for acquiring lease agreements could be as follows:

- Receive appraisal for fair market rent.
- Prepare a lease agreement using a standard lease agreement. The owner should review and approve the lease and the appropriate legal department must approve any changes in the standard lease.
- Pay fair market rent for the entire lease term in advance using a lump sum contract from the Right-of-Way division or appropriate division.
- Send appropriate leasing documents to Right-of-Way division or appropriate division.
- Enter leased parcels into Park & Ride database.

The most successful partnership arrangements occur when the peak hours of the business do not coincide with peak hours of commuting – morning and evening commuter rush periods when carpools, vanpools, and transit systems are their busiest. This arrangement would typically include malls, churches, and movie theaters.

The presence of retail services near Park & Ride lots with associated parking lot lighting and security cameras are often key factors to the success of Park & Ride lots.

Partnership agreements should specify the party responsible for maintenance of Park & Ride lots and which party assumes liability for property damage on the lot.

Partnership agreements should be paid through surface transportation funds (STF) appropriated by state and local transportation agencies to maintain consistent operating budgets. Funding obtained through grants is a more competitive process and requires successful submissions of grant applications to maintain operating budgets.

Unofficial or temporary Park & Ride lot agreements could be arranged with churches and retailers for use

of lots as meeting places to establish new vanpools. After successful vanpools are established, long-term or official Park & Ride lot agreements should be pursued.

The Park & Ride program should encourage Park & Ride users to be respectful of property and for people to patronize the businesses providing parking. Information could be posted on the Park & Ride website or signage could be placed.

Park & Ride spaces should be clearly marked to limit the number of Park & Ride spaces used to the number designated when provided by retail stores. As an added incentive, retailers could be allowed to place their logos on the Park & Ride lot signs to identify that they are providing the spaces.

Privately owned Park & Ride lots may require the use of parking passes or tags to restrict the number of vehicles using the facility. E-Z pass transponders could potentially be adapted for Park & Ride usage.

Partnership agreements with amenities such as vending machines, laundry services, video services (i.e. Redbox or Blockbuster) should be pursued to encourage lot usage.

6. Funding

Dedicated STFs should be budgeted for use by the Park & Ride program. Funding for the Park & Ride program should be identified in statewide transportation improvement plans.

Expenditures for the Park & Ride program need to be formally tracked to account for how much money is spent on the Park & Ride program.

STFs should be used to pay for lot maintenance, public-private partnership agreements, new Park & Ride lot agreements, marketing, outreach, and incentive programs to increase lot usage.

The Park & Ride program managers should also seek funding through grants such as Federal Transportation Administration (FTA) grants or Congestion Management and Air Quality Improvement (CMAQ) funds for the construction of new lots. The following list identifies funding sources for Park & Ride program improvements:

Federal Funding Sources

- Congestion Mitigation/Air Quality Program (CMAQ)
- State Planning and Research (SPR)
- Surface Transportation Program (STP)
- Transportation Enhancements
- Transportation Community and System Preservation Program
- FTA Section 5307 – Urbanized Area Formula Program
- FTA Section 5309 – Major Capital Investments (New Starts and Small Starts)
- FTA Section 5311 – Formula Grants for Other Than Urbanized Areas
- FTA Section (b) (3) – Rural Transit Assistance Program
- FTA Section 5311 (c) – Public Transportation on Indian Reservations
- FTA Section 5317 – New Freedom Program

- American Recovery and Reinvestment Act (ARRA)
- Community Development Block Grants (CDBG)
- Federal Earmarks

State Fund Sources

- Motor Vehicle Fuel Tax
- Motor Vehicle Tax/Fee
- Excise Tax on Vehicle Sales
- Personal Property Tax on Vehicles
- Vehicle Miles Traveled (VMT) Fees (future)
- State Infrastructure Bank (SIB) Loan
- Grant Anticipation Revenue Vehicle (GARVEE)
- Transportation Infrastructure and Innovation Act (TIFIA) Loan
- Environmental Enhancement and Mitigation Program (EEMP) – California
- Creating New Opportunities for Solar Energy Systems Deployment on State of California/Department-Controlled (SODC) Facilities (DD-104) – California
- State Highway Operation Protection Program (SHOPP) – California

Other Fund Sources

- Local Transportation Funding – Localities funding Park & Ride lots
- Regional Transportation Impact Fees
- Local Option Sales Tax
- Agency Fund Sources
- Contractual Leasing Agreements
- Long-Term Lease of Existing Asset
- Partnerships with Private Consortiums
- Design Build Finance Operate (DBFO)
- Performance-Based Maintenance Contract (PBMC)

The Park & Ride program should seek to acquire additional spaces in privately-owned lots through the land development proffer process.

If possible, Park & Ride lots should be free of charge with funding provided from sources other than lot user fees; however, fees could be charged for Park & Ride lots to help cover construction and maintenance costs. Existing toll transponders such as E-Z Pass could be used to collect Park & Ride lot usage fees.

A portion of lot construction fees could be passed onto localities that request Park & Ride lots.

Appendix

1. Organization of Park & Ride and Transportation Demand Management Functions

Alabama – CommuteSmart (Statewide)

The Park & Ride lots are managed by CommuteSmart, which is an initiative of the Regional Planning Commissions of Birmingham, Montgomery, and Mobile-Baldwin. Regions independently operate and report back to the Alabama Department of Transportation for funding. Park & Ride lot decisions are made at the local level since demand and lot usage varies from region to region. The CommuteSmart program also handles ride matching which helps to align Park & Ride lots with alternative modes of travel.

Virginia – Fairfax County Park & Ride Program

The Park & Ride team is located in the Fairfax County Department of Transportation in the Bus Services Group. Park & Ride lots and transit are planned together to increase Park & Ride lot usage and the accessibility of transit. The ride matching team is within the same group aligning alternative travel modes with Park & Ride lots.

Michigan – Michigan Department of Transportation

The Park & Ride team is located in the Transportation Planning Division of the Michigan Department of Transportation. The transportation planning division includes asset management and project planning which handles the planning, construction, and maintenance of Park & Ride lots. The benefit is that surface transportation funding can be budgeted towards Park & Ride lots. The Ridesharing team is located within the Roads and Travel Division, which handles alternative modes of travel to the SOV not including bus transit and rail. Park & Ride lot coordination with transit and ridesharing requires the coordination of different divisions.

Virginia – Virginia Department of Transportation (VDOT) Northern Virginia District

The Park & Ride team is located in the Transportation Planning Division of the VDOT Northern Virginia District. The transportation planning division consists of one senior transportation engineer serving as the program manager. The program manager devotes approximately 50% of total time to coordinating district resources toward planning, permitting, and maintenance of lots. This position is also responsible for procuring funding, coordinating lot lease agreements, overseeing lot inventory, and promoting the use of lots, and coordinates with the VDOT central office coordinator. The program manager is also involved in the planning process for new lots and overseeing studies related to Park & Ride lots.

California – California Department of Transportation (Caltrans)

The Caltrans Park & Ride program is managed by one Park & Ride coordinator to oversee operations at the Caltrans headquarters. Each of Caltrans twelve districts has a Park & Ride coordinator. Caltrans has a total of 13 staff members dedicated to Park & Ride at the statewide level.

Florida – Florida Department of Transportation (DOT)

The Florida DOT Park & Ride program is managed by one Park & Ride coordinator to oversee operations at the Florida DOT central office. Each of Florida DOT's seven districts has a Park & Ride coordinator. Florida DOT has a total of eight staff members dedicated to Park & Ride at the statewide level.

Research Results Digest 359 – National Corporate Highway Research Program

This NCHRP report states that most Park & Ride programs are managed by limited staff. Of the Park & Ride programs interviewed other than Florida DOT and Caltrans, an average of 1.17 staff members were dedicated to Park & Ride. Park & Ride staff members, on average, dedicate approximately 14% of their time to Park & Ride functions.

Most programs were identified as having informal policies and procedures. Florida DOT and Caltrans have formal policies and procedures.

Seattle Urban Mobility Plan – Best Practices in TDM

This report offers a number of case studies and best practices:

- UK: In 2003, London, UK started charging SOV drivers to enter the central business district, improving operations and increased transit ridership.
- Arlington: Arlington, VA has experienced development along the Metro rail line allowing the county to grow without major highway improvements.

In addition, this report presents a number of programs that directly or indirectly impact Park & Ride programs:

- Congestion pricing of tolls (tolls that vary by congestion and time of day), parking management, compact mixed-use development, and high capacity transit service all reduce travel demand away from SOV to other modes. The supply of free or inexpensive parking at the final destination is a key decision factor for people choosing alternative modes of transportation. When parking demand exceeds supply, vehicles searching for parking account for 30% to 45% of all traffic in dense urban districts. Parking demand management is critical in reducing transportation demand.
- Park & Ride lots can reduce demand for parking in congested areas. Adding Park & Ride lots and providing regional transit connections can reduce the number of people who drive into destination areas during peak hours. Park & Ride lots paired with HOV lanes promote ridesharing and transit usage. HOV lanes move one-third of all people during peak hours in only 18% of vehicles. HOV facilities reduce vehicle trips between four percent and 30%.

2. Policies for Park & Ride Planning, Operations, and Maintenance

AASHTO Guide for Park & Ride Facilities – November 2004

Table 2-1 describes Park & Ride facility classification by function. See below:

TABLE 2-1. Park-and-Ride Facility Classification by Function.

Facility Type	Function	Characteristics	Public Investment
Informal Park-and-Ride Lots	Access to transit stop	Motorists park on-street or in an adjacent property	None
Opportunistic or Joint-Use Lots	Access to transit, carpooling, vanpooling	Shared use with church, theater, shopping mall, special events center, or use of surplus right-of-way	High or low depending on agreement with property owner
Park-and-Pool Lots	Carpool and vanpool formation	Typically small; may be opportunistic lot	High or low depending on agreement with property owner
Suburban Park-and-Ride Lots	Collect potential transit patrons in suburban areas for line-haul express transit service	Located at outer edges of urban landscape; private auto as collect/distribute mode, transit (bus, rail) as line-haul mode	Usually public investment, but opportunities for joint development and multi-use facility are high
Transit Centers (Intermodal)	Park-and-ride function integrated with center where interchange of local and express transit takes place	In high demand locations; offers patrons a much higher degree of travel services, route choices, and destination alternatives	High public investment but image of permanence can generate opportunities for private investment
Satellite Parking Facilities	Provides inexpensive alternative to on-site parking within an activity center	Placed at the edge of an activity center (e.g., central business district, sports complex, airport); may not offer benefits of lower VMT and emissions compared to facilities located at trip origin	Potentially low if operated privately under free market system

California – California Department of Transportation (Caltrans)

Park & Ride Program Resource Guide 2010

[http://www.dot.ca.gov/hq/traffops/systemops/hov/Park and Ride/Park and Ride Program Resource Guide.pdf](http://www.dot.ca.gov/hq/traffops/systemops/hov/Park%20and%20Ride/Park%20and%20Ride%20Program%20Resource%20Guide.pdf)

This report was prepared by Caltrans to develop new guidelines for Park & Ride lots.

A multidisciplinary team was formed in-house (CALTRANS) to determine how to expand the Park & Ride program to better integrate these facilities into the state's transportation system. Below is a summary of their project location priorities, located in the Park & Ride guidelines chapter of the report:

- Deliverability – Likelihood that the lot will be constructed
- Connectivity to transit
- Level of support from the MPO and transit operator
- Impact on freeway congestion (Level of Service Improvement)
- Tangible and measurable increase in transit ridership
- Ability to leverage state funds with matching funds

General guidelines to follow in developing a new Park & Ride lot or to improve an existing Park & Ride lot are as follows:

- Determine the potential Park & Ride lot location(s)
- Determine the entity that owns or has rights to the property or properties
- Contact the locality and MPO to gather support and approval (funding commitments should be obtained at this point, if not earlier)
- Contact Caltrans district Park & Ride coordinator
- Contact agencies/localities to determine specific processes needed to be completed before a project can be approved or built
- Prepare initial project design map with proposed location, lot size, and amenities
- Prepare Park & Ride assessment of considered locations including project summary, location, potential usage, transit service linkage, and a cost/benefit analysis
- Acquire funding commitments
- Add Park & Ride lot project to the Regional Transportation Plan
- Form project development team
- Prepare a Project Initiation Document
- Program the project by adding it to the Regional Transportation Improvement Program
- Prepare the Project Approval and Environmental Document
- Prepare Project Plans, Specifications, and Estimates (project design)
- Secure Right-of-Way by purchasing or leasing needed property and approving master agreement, maintenance agreement, and other required agreements
- Construct Park & Ride lots

Park & Ride lots support all of Caltrans goals. Park & Ride lots should be considered for bus rapid transit projects. Park & Ride facilities must be considered for all new freeways, interchange modifications, lane additions, transit facilities, and HOV lanes. Transit facilities, bus turnouts, passenger loading areas, benches, shelters, and traffic control devices should be considered at Park & Ride lots where appropriate. The district Park & Ride coordinator must be consulted as to the appropriateness of including Park & Ride facilities in conjunction with improvement projects. Full justification is required for any recommendations different from the Park & Ride coordinators recommendations. Park & Ride facilities are not permitted within interchange areas unless no other area is acceptable or economically justifiable.

Park & Ride lots increase mobility options such as carpooling and transit. Appropriate systems of Park & Ride lots are required to maximize performance of important transportation corridors. Park & Ride lots should be constructed and improved as parts of larger improvement projects to lessen the need for road widening and additional right-of-way. Park & Ride lots provide mobility options to a diverse public. Caltrans supports local investments into Park & Ride lots. Caltrans has the responsibility to design a multimodal transportation system and works cooperatively with localities to develop facilities such as Park & Ride lots to achieve this goal. Cooperation with localities will create opportunities for innovative solutions beyond continually expanding roadways instead focusing effort on improving performance of existing facilities.

Park & Ride lots should be evaluated for areas of roadway improvement projects where excessive land is available. A study comparing the economics of using excess land to purchasing alternate sites should be

developed. Excess land division holds properties for the amount of time necessary for the Park & Ride project to process. Land must be suitable for Park & Ride lot usage. The district coordinator is to determine the best site available and report reasons for using excess land for Park & Ride.

The Caltrans Park & Ride Program Guide contains Transportation Analysis Report (TAR) guidelines to establish procedures to complete traffic studies for projects on the State Highways System, with a focus on multimodal analysis. TAR guidelines include the requirement to describe Park & Ride facilities in the study area that could be influenced by the project requiring the traffic study. Studies should provide number of spaces and average usage. The project's potential adverse or beneficial effects on Park & Ride facilities should be evaluated. The study should also include potential new and modified connections to transit from Park & Ride facilities, if applicable.

HOV guidelines require Park & Ride lots, bus/transit stations, and ingress/egress into each to be included in the planning process.

Lots are considered to be underperforming when lot utilization drops below 20%. When a lot is considered underutilized, the lease agreement is terminated or the facility is converted to a permitted use.

California – El Dorado County Transit Authority (EDCTA)

Park & Ride Master Plan – Policies

<http://www.eldoradotransit.com/assets/pdf/Reports/EDCTAPARKANDRIDEMASTERPLAN111407.pdf>

This report was prepared by Dokken Engineering for the El Dorado County Transit Authority to develop new policies for Park & Ride lots.

- It is cheaper to construct a new Park & Ride lots than to add-on or alter the design of an existing lot, and therefore Park & Ride lots should be built with new development.
- The authority would rather be the operator of the facility than the owner of the facility.
- If possible, join Park & Ride facilities with transit facilities. Park & Ride lots should be used for public transportation and other users should be directed to joint-use commercial lots.

EDCTA Transit Design Manual – Section 8 Park & Ride/Multi-Modal Facilities

www.lscstahoe.com/.../EDCTA%20Transit%20Design%20Public%20Draft%20Report.pdf

This report was prepared by LSC Transportation Consultants, Inc. and Dokken Engineering for the El Dorado County Transit Authority to provide the EDCTA with transit improvement guides. Below is a summary of preferred lot locations:

- Improve pedestrian access with the addition of park-and ride lots to be located within a quarter mile of stores, public activity centers, and other businesses. This allows for pedestrians to run errands as part of their trip.
- Lots should be designed to avoid pedestrian conflict. Allow pedestrian access if located at a signalized intersection.

- Choose a site with the least amount of environmental impacts (wetlands, historic properties, water quality, flooding, endangered species and ecologically sensitive areas).
- Consider a location that would encourage redevelopment of surrounding businesses.

Minnesota – Metropolitan Council

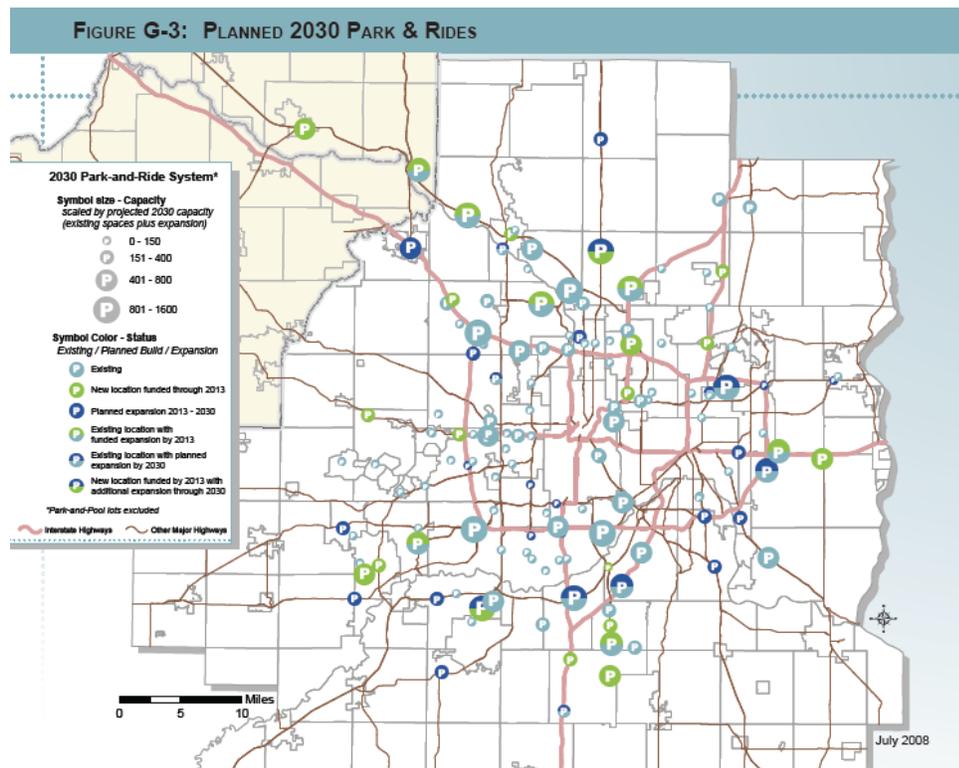
Park & Ride Demand Estimation Methodology – 2009

http://www.metrocouncil.org/planning/transportation/RegSolicit/2009/13_All_AppendixG_Documents.pdf

This report details a five-step process to calculate demand on a Park & Ride program:

- 1) Document utilization of each Park & Ride facility
- 2) Map the market area of each Park & Ride facility
- 3) Calculate projected demand using TAZ data
- 4) Modify demand estimates using adjacent markets and planned facilities
- 5) Subtract demand estimates for competing facilities

Figure G-3 shows a sample recommendation figure.



In Figure G-4b below, the Metropolitan Council uses a Site Location Criteria Worksheet to evaluate the potential success of a Park & Ride lot. The evaluation categories are based on local experiences with their existing lots. This is done after a general site area has been identified using the five-step process

described above.

Figure G-4b: Site Location Criteria Worksheet SAMPLE

Applicant: Sample Transit Authority

Project Name:

Proposed Site Name: North Metro

Proposed Site Location: Some Quadrant of Some Interchange in North Metro

Facility Need: New Primary Market Area & Overcapacity Existing Facility

Method Capacity Provision: New Construction

Type of Land Provision: Public Right of Way

General Geographic Attributes

Essential

Low Density Areas w/ less than Full Transit Service Coverage	Yes
Major Travel Corridor to Major Activity Center	Yes
Facility Competition or Reinforcement	Competition, will alleviate nearby overcrowding
Transit Service Competition or Reinforcement	Reinforcement: New express service

Preferred

Congested Travel Corridor Upstream of Major Traffic Congestion	Yes
Transit Advantages	Yes, Bus-only shoulders downstream
≤ 45 minute to Major Activity Center	Yes

Site Specific Attributes

Essential

Convenient Access to Metro Highway System	Yes
Convenient Vehicle Access	Yes
Min. Size or Capacity	Yes, will be greater than 200 spaces
Local Area Factors	

Preferred

Transit Advantages	No
Good Visibility from Primary Roadway(s)	Yes
Future Expansion Potential	Yes
Upstream of Primary Access Point	Yes
Surface or Structured	Surface
Transit Center Synergy	No

Florida – Florida Department of Transportation (FDOT)

Update of FDOT State Park & Ride Lot Program Planning Manual Chapters 3, 4, and 6 – April 2001

The Center for Urban Transportation Research, University of South Florida updated the FDOT State Park & Ride Lot Program Planning Manual in Chapters 3, 4 and 6. This report describes site selection, demand and facility size estimation, economic analysis, and project justification.

Locating Park & Ride lots is based on area identification. Area identification involves evaluating existing conditions such as:

- Informal Park & Ride activity
- Density of residential areas
- Intensity and concentration of employment
- Distance between major residential areas and employment centers
- Current and projected levels of service on pertinent roadways

Table 3-1 presents standards for identifying potential areas for Park & Ride facilities. The criteria listed in Table 3-1 list primary factors that influence lot demand. The purpose of the chart is to help identify which corridors are ideal for Park & Ride facilities and where Park & Ride facilities could be located.

**Table 3-1
Identifying Areas for Park and Ride Facilities**

Lot Type	Criteria	Standards
Urban Corridor (page 2)	Corridor level-of-service Corridor traffic Service area dwelling units Distance from employment center	Level-of-Service E or worse 50,000 ADT (based on 100-space facility) >2,000 dwelling units within 2 miles of lot [1] >10 miles [1]
HOV Corridor (page 2)	Traffic on feeder route to HOV facility Feeder road system configuration Lot spacing	High volumes, >35,000 ADT Confluence of feeder roads near facility 5-10 miles minimum
Peripheral (page 3)	Parking demand/supply Activity center circulation Activity center access route Existing parking facilities	>1.0 Congested or restricted access Major access route Insufficient in area
Urban Fringe (page 3)	Access corridor to urban area Employment concentrations Location within urban area Vicinity of shopping centers	Arterial with 4 lanes or greater >10,000 employees per employment center Vicinity of urban area boundary > ¼ mile from commute route
Remote (page 4)	Orientation to urban area Urban employment Orientation to service area population Available right-of-way Commute route	Between 20 and 60 miles from employment centers >20,000 employees Centrally located Publicly-owned right-of-way available < 1 mile from commute route

After a need for Park & Ride is determined, the next step is to identify sites with attributes conducive to usage. Florida effectively uses a limited construction budget by entering into agreements with local governments and private property owners. FDOT also utilizes FDOT right-of-way. A list of candidate sites should be formed with each site being evaluated using aerial imagery and field reconnaissance. Candidate sites should be ranked using the following criteria:

More Important Factors:

- Right-of-Way – Costs of attaining land. Most important factor.
- Atmosphere – Perceived and real safety are required. Pleasant environment free from annoyances such as stench from a landfill.
- Site Size – Sites should be properly sized. Sites should be large enough to accommodate demand; however, multiple small lots may need to be developed. Sites too large result in unnecessary expenditure.
- Visibility – Sites should be visible from adjacent travel routes.
- Access – Lots should not divert commuters more than three-quarters of a mile out of their normal travel path.
- Transit Service – Sites are best located along existing or planned transit routes.
- Access Road Congestion – Sites are best located where time between main commute roadways and the lot can be minimized.
- Transit Design Features – Sites inadequate for transit can cause a site to be eliminated from consideration.

Less Important Factors:

- Traffic Circulation – Park & Ride lots will attract additional traffic; therefore, site selection should minimize congestion especially if located in residential districts.
- Bike Access – Easy access to bicycle routes attracts additional users.
- Expansion Potential – Construction of a smaller lot may be required due to funding.

Determining the size requirement for a Park & Ride facility consists of eight steps:

- 1) Computing the number of motorists that will utilize the facility
- 2) Converting the number of motorists to the number of parked vehicles
- 3) Adjusting the number of parked vehicles to account for fluctuations in demand created by seasonal factors
- 4) Computing the maximum accumulation of kiss-and-ride facilities
- 5) Computing the number of handicapped spaces required
- 6) Converting the number of spaces to an area measure
- 7) Calculating additional space requirements for bus facilities
- 8) Developing space allowances for landscaping, setbacks, drainage, etc.

Justification reports are required containing sufficient explanation and data to show a need and purpose for Park & Ride facilities. Reports should include the following:

- I. Introduction – Summarize the purpose, need, benefits, and costs of the project.
- II. Background – Present the context of the project in relation to the impact area, existing and future transportation systems, measures (if any) which have been implemented in an attempt to solve the stated need(s), and the response of users to similar local facilities.

- III. Plans and Improvements – Describe how the proposed improvement is compatible with state and local plans. Also describe transportation improvements and conditions, which may have a bearing on the analysis, such as other commuter parking facilities, highway expansion, and transit services.
- IV. Locational Analysis – Present site selection information using site selection criteria.
- V. Demand Analysis – Present forecasts of utilization in the construction year and the planning year.
- VI. Benefit/Cost Assessment – Describe benefits and costs for proposed improvement, measurable in monetary units. Benefits include crash reductions, transit fares, travel time, and vehicle operation. Costs include annual leases, capital cost, construction, engineering, maintenance, operations, Right-of-Way, transit capital, and transit operations, and maintenance.
- VII. Optional Cost Effectiveness Assessment – Describe benefits and costs for proposed improvement, measurable in monetary units. Air quality, auto occupancy, fuel savings, level of service, transit ridership, and VMT reduction.
- VIII. Conclusions – Describe the impacts of proposed improvement in terms, which cannot be quantified in monetary units. Cost-effectiveness measures are presented in terms of amount of improvement per dollar of cost.
- IX. Conclusions – Summarize the need and benefits of the proposed improvement.

Florida –Martin MPO (Stuart, FL)

Park & Ride Study – May 2007

http://ap3server.martin.fl.us:7778/pls/portal/docs/PAGE/MPO/MPO_DOCS_MAPS/MARTINPNRFINAL.PDF

Kimley-Horn and Associates, Inc. (KHA) conducted a Park & Ride Study for the urbanized area of Martin County. This report describes the methodology, background research, analysis, and results of the Park & Ride Study. Below are results from a questionnaire study in 2006 of the most successful Park & Ride lots:

- Located within 0.3 miles of a major commuting highway
- Frequent express bus transit (every 15 minutes)
- Length of commute to destination from lot should be less than 13 miles
- Located in medium-density, medium-income residential areas
- Provides free parking
- Provides lighting and sheltered waiting area

As a general policy, consider alternative ways to reduce traffic congestion aside from widening roadways... alternatively use public transportation and ridesharing.

Florida – Florida Department of Transportation (FDOT) District 6

MDT Transit Development Plan (TDP)

Park & Ride lots are planned, developed, and funded as part of the process to develop the TDP. Regional stakeholders are required to agree on Park & Ride projects to be ranked and placed into the District 6 Five-Year Work Program. These lots are incorporated into the FDOT Statewide Five-Year Work Program.

Park & Ride lots are owned by transit agencies but are part of the District 6 inventory.

MDT has an active joint-use development policy with adopted ordinance that provides guidelines and procedures for development near rail properties.

New York –Ithaca-Tompkins County Transportation Council

Park & Ride Options for Tompkins County, White Paper – August 2004

[http://www.tompkins-co.org/itctc/ParkNRide/PARK & RIDE%20whitepaper-%20090104-final.pdf](http://www.tompkins-co.org/itctc/ParkNRide/PARK%20&RIDE%20whitepaper-%20090104-final.pdf)

This report was prepared by Fernando de Aragón, the staff director for Ithaca-Tompkins County Transportation Council. A section of the report mentions operational issues that should be considered before moving forward with a new or retrofit Park & Ride.

- Determine who carries the liability for the Park & Ride lot
- If partnering, a lease agreement needs to be reached
- Establish fees for lot, if any
- Maintenance of the lot including repairs, landscaping, snow removal, and lighting
- Security of the site
- Decide what transit services will be available at the Park & Ride

Alabama – CommuteSmart-Birmingham

Park & Ride Demand Estimation Methodology

The location of new Park & Ride lots is determined by using a combination of cluster analysis and lot inventory. Address information from the ride-matching database and survey information is used to conduct a cluster analysis. Potential locations for Park & Ride lots are identified. Additional lots are inventoried multiple times a year and full lots are identifiers that new Park & Ride lots should be located nearby.

Lot Maintenance and Liability

CommuteSmart-Birmingham Park & Ride lots are owned by the Alabama Department of Transportation (ALDOT). Maintenance aside from lot lighting is managed by the Regional Planning Commission of Birmingham. Lot lighting is managed by ALDOT. Trash pickup and lot cleanup are handled through a third party maintenance contract.

CommuteSmart-Birmingham insures all official Park & Ride lots. Unofficial lots used to temporarily setup vanpools are not insured.

CommuteSmart Statewide Operation

CommuteSmart-Birmingham operates independently from CommuteSmart-Montgomery and CommuteSmart-Mobile with separate operating budgets and practices based on regional need. The CommuteSmart branding, database, report system, and single website interface ensure continuity between regions and for ease of user use. Single database and reporting systems should be used to create uniform reports for ALDOT administrators. Users of the CommuteSmart system can use the same user name and password for any of the CommuteSmart databases. People moving between regions are able to use the same user interface and only need to change their address (user information) for updated ride-matching. Single database also allows for uniform cluster analysis for Park & Ride lot demand methodology.

Tayside and Central Scotland Transport Partnership (TACTRAN)

TACTRAN Park & Ride Strategy – Best Practice Review

A site of 500-600 spaces is recommended for Park & Ride lot construction to be cost efficient. Four hundred spaces is the minimum recommended lot size for construction. Access to bus stops at large lots should be carefully designed including multiple stops.

Park & Ride facilities should be based on demand; however, lot planning should include considerations for lot expansion.

3. Communication and Outreach Strategies

Colorado – Regional Transportation District (RTD) – Denver

Website – Mobile Tools

<http://www.rtd-denver.com/MobileTools.shtml>

Site provides applications for smart phones to direct people to transit stops, schedules, and points of interest. Each transit stop in the system has a unique five digit number, which allows passengers to quickly look up their respective schedule. Text schedules are available to those that do not have internet access on their mobile device. The website also includes a list of applications made by third-party developers. See below for a few examples from the website:

- AnyStop by BlinkTag Inc. – AnyStop pinpoints your location and finds RTD stops nearby. You can even store your favorite stops and view them on an interactive map.
- Beeline RTD 2 by 59thirty LLC – Find the right bus. Fast. Not sure where you are? Find the closest bus stops to you that will take you where you need to go.
- Transitly by Liquid Mongoose – Visit this mobile website for transit schedules.
- Denver Rail by 1st Door – Denver Rail uses your current location to calculate the next departure times of your four closest stations.

- Trainlogic by RailBandit – Look up light rail schedules with this application.
- iNap: Arrival Alert by Moop.me – iNap is a 'next-generation' travel alarm. It uses the GPS in the iPhone to determine where you are, and then wakes you up when you are close to your destination.

Website – Call-n-Ride

<http://www.rtd-denver.com/callNRide.shtml>

Website provides a bus service originating from 20 Park & Ride locations where a reservation service determines pick-up times. The commuter can call a driver an hour before or up to two weeks before. Routes from the origin location are available online. There is a reasonable \$2.25 one-way fare and a discounted rate of \$1.10 for seniors, students, and commuters with disabilities. The drivers combine trips with multiple commuters to create the same benefits of mass transit, but at the convenience of the commuter. See the figure below for an example route.

Arapahoe

303.944.6655

Monday-Friday
5:30 a.m. - 8:00 p.m.

The Arapahoe Call-n-Ride stops at the Arapahoe at Village Center Station every 30 minutes between 6:07 a.m. — 7:37 p.m.

Local cash fare

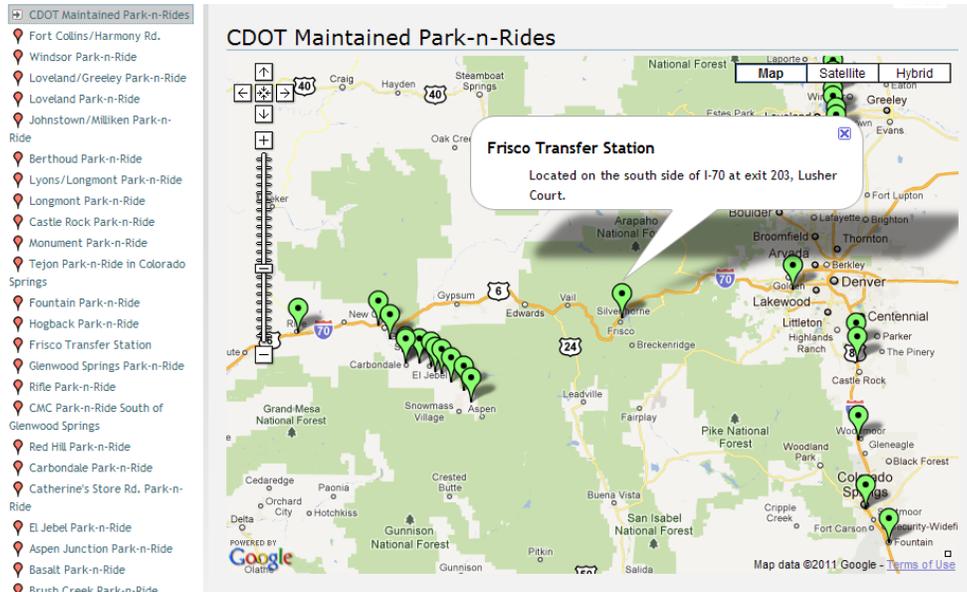


Colorado – Department of Transportation

Website – CDOT Maintained Park-n-Rides

<http://www.coloradodot.info/travel/parknride>

Website integrates Google Maps as an interactive tool for selecting the applicable Park & Ride.



New Jersey – NJDOT

Technical Solutions to Overcrowded Park & Ride Facilities – May 2007

This report summarizes the results of the work performed by University Transportation Research Center – Region 2 for the NJDOT. A section of the report titled “Cellular Phone Parking Space Monitoring and Information System” provided an innovative solution to alert commuters of parking lot availability on their phone. Commuters receive real-time parking space availability at a parking lot, routing information, and the ability to reserve a specific spot in a lot. They also suggest using the mobile device to gain access into a facility by placing the device near the gate communicating by Bluetooth technology. Commuters can find out amenities at the location including telephones, bike racks, and safety features at the facility. If the lot requires a fee, it could also be paid using a mobile device.

Tayside and Central Scotland Transport Partnership (TACTRAN)

TACTRAN Park & Ride Strategy – Best Practice Review

A strong brand can assist greatly in promoting and selling Park & Ride facilities. A distinct logo serves a major role in developing public awareness. An effective marketing plan is needed to effectively launch a new Park & Ride lot. A marketing plan should be developed with assistance from marketing professionals aimed at market segments more likely to use Park & Ride lots. Methods used to promote Park & Ride include:

- Press releases
- Local radio interviews
- Advertising
- Leaflets
- Posters
- Exhibitions
- Promotional videos
- Internet promotions
- Direct contact with likely user groups including major employers
- Special offers
- Inclusion in general travel information

Washington State – DOT

Website

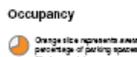
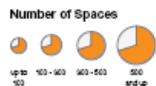
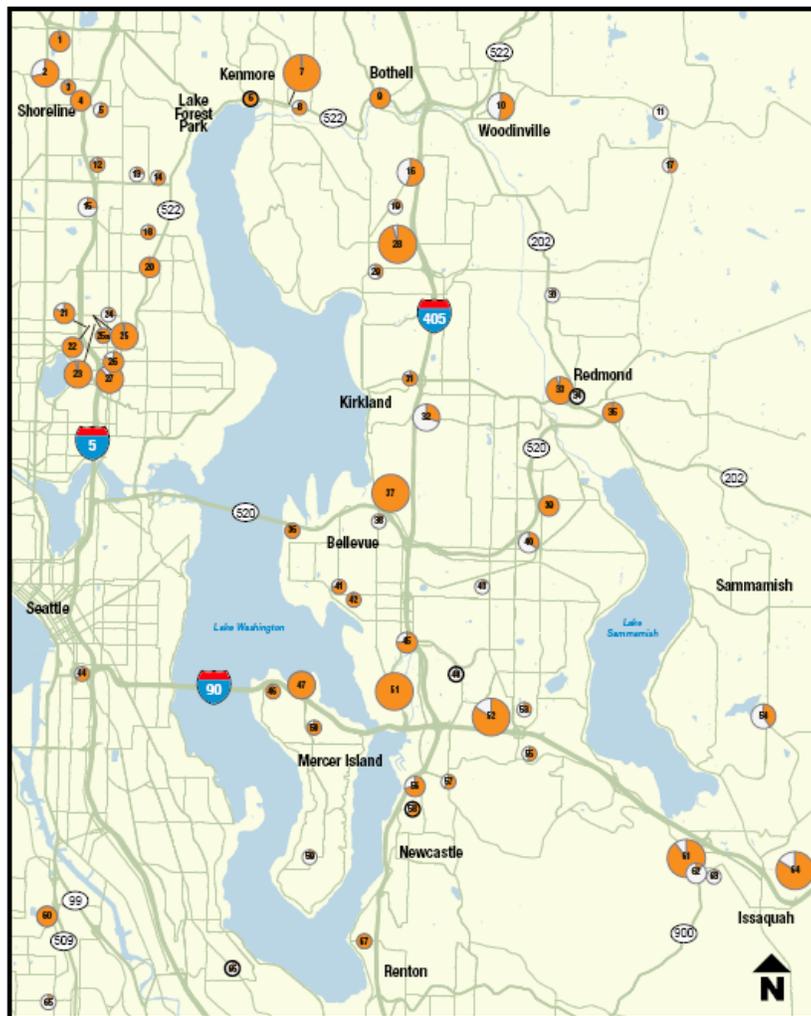
<http://www.wsdot.wa.gov/NR/rdonlyres/214FBAFC-EC44-4ECA-9FBE-261985624DAE/0/LkWashParknRide85x11.pdf>

The website provides an easy to read and understand map to help commuters plan out trips. The map includes the average daily lot occupancy and capacity at 67 Park & Ride lots on the most congested corridors. There is also a link to help a commuter select the route by county and then by the city within the county. See the figure below for the example map.

A Google maps interface for Park & Ride lot locations is available at the following location:

<http://maps.google.com/maps/ms?hl=en&ie=UTF8&msa=0&msid=115752877027622475518.00046ae810725194838e9&z=8>

Lake Washington Area Park and Rides



These are publicly owned/leased park and rides



Lake Washington Area Park and Rides

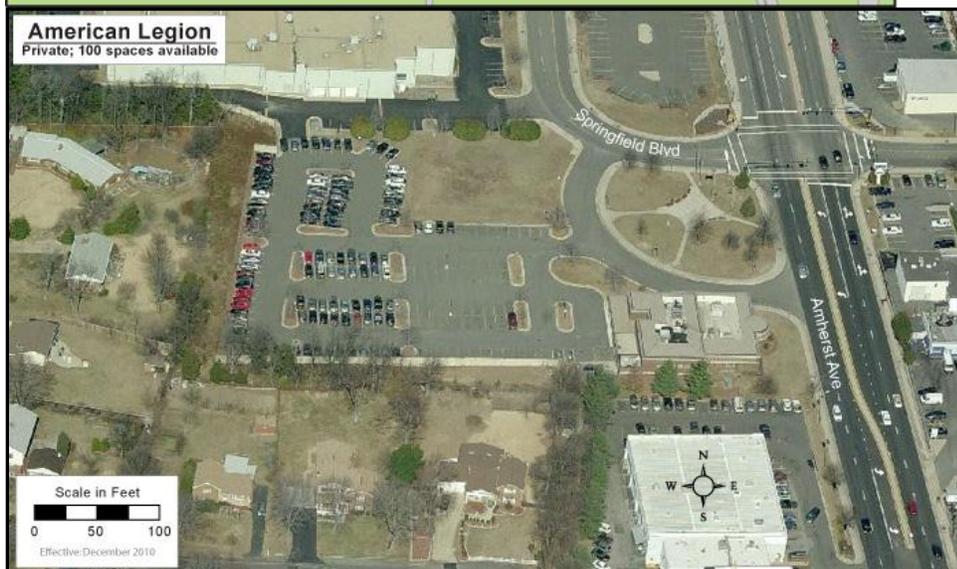
- | | | | |
|---|---|--|---|
| <p>1. Aurora Village (202 spaces)
1524 N 200th S.
Routes: KCM: 301, 303, 331, 342, 346, 358, 373; CT: Swift, 101, 118, 130, 131</p> <p>2. Shoreline (393 spaces)
18821 Aurora Ave N
Routes: KCM: 301, 303, 342, 358, 373</p> <p>3. Korean Zion Presbyterian Church (25 spaces)
17920 Meridian Ave N
Routes: KCM: 303, 346, 373</p> <p>4. Aurora Church of the Nazarene (116 spaces)
1900 N 175th St
Routes: KCM: 301, 303, 316, 346, 373</p> <p>5. Bethel Lutheran Church (40 spaces)
17418 8th Ave NE
Routes: KCM: 347, 348</p> <p>6. Bethany Bible Church (75 spaces)
2914 N McBain Way</p> | <p>20. Northgate Mall Garage (290 spaces)
401 NE Northgate Way
Routes: KCM: 5, 6, 41, 66, 67, 68, 75, 242, 303, 345, 348, 347, 348, 995;
ST: 555, 556</p> <p>21. North Seattle (143 spaces)
10001 1st Ave NE
Routes: KCM: 5, 16, 41, 66, 67, 68, 75, 242, 303, 345, 348, 347, 348, 995
ST: 555, 556</p> <p>22. Northgate Transit Center (296 spaces)
10200 1st Ave NE
Routes: KCM: 5, 16, 41, 66, 67, 68, 75, 242, 303, 345, 348, 347, 348, 995;
ST: 555, 556</p> <p>23. Thornton Place Garage (350 spaces)
3rd Ave NE and NE 100th St
Routes: KCM: 5, 16, 41, 66, 67, 68, 75, 242,</p> | <p>36. Evergreen Point Bridge (51 spaces)
SR 520/70th NE
Routes: KCM: 167, 242, 243, 250, 252, 255, 256, 257, 290, 281, 285, 286, 288, 271, 272, 277, 280, 311, 982, 986;
CT: 424; ST: 540, 542, 545, 555, 556</p> <p>37. South Kirkland (590 spaces)
10610 NE 39th Pl
Routes: KCM: 230, 234, 249, 255, 256, 981, 986; ST: 540</p> <p>38. St. Luke's Lutheran Church (30 spaces)
Bellevue Way/NE 30th Pl
Routes: KCM: 230, 243, 280</p> <p>39. Overlake Transit Center (170 spaces)
15590 NE 36th St
Routes: KCM: 221, 225, 229, 230, 232, 233, 244, 245, 247, 249, 256, 288, 289, 982; CT: 441; ST: 542, 545, 596</p> | <p>64. South Sammamish (265 spaces)
3015 228th Ave SE
Routes: KCM: 216, 269, 927 DART;
ST: 554</p> <p>66. Eastgate Congregational Church (20 spaces)
15318 SE Newport Way
Routes: KCM: 207, 208, 210, 246, 271, 272</p> <p>66. Newport Hills (275 spaces)
5115 118th Pl SE
Routes: KCM: 111, 167, 219, 247, 342, 952;
ST: 560</p> <p>67. Newport Covenant Church (75 spaces)
12800 SE Coal Creek Parkway
Routes: KCM: 206, 207, 208, 219, 240, 245, 247, 925 DART</p> <p>68. Newport Hills Community Baptist Church</p> |
|---|---|--|---|

Virginia – Fairfax County Park & Ride Program

Website

<http://www.fairfaxcounty.gov/fcdot/parkride.htm>

The Park & Ride program website for Fairfax County provides the location of lots and identifies the actual spaces available for Park & Ride if the lot is shared. The number of spaces in the lot is identified as well as an indication of the transit system, if any, that serves the lot, the price of daily parking, and name of entity that maintains the lot. Sample diagrams from the website are shown below.



Michigan Department of Transportation

Website

http://www.michigan.gov/mdot/0,1607,7-151-9615_11228_11234---,00.html

The Park & Ride program website provides users with a map of all 230+ Park & Ride lots around the state. Information about each includes directions to the lot, capacity of the lot, surface type, lighting conditions, and identifies whether an entrance sign is posted or not.

Department of Transportation
Michigan.gov Home | MDOT Home | MDOT Sitemap | Contact MDOT | MDOT FAQs

Find a lot:
Select search criteria below,
then click **Select** button.

County
Route
Facility Name
Exit Number

Select

Click **Subscribe** to get on mailing list to be notified of updates and participate in surveys.

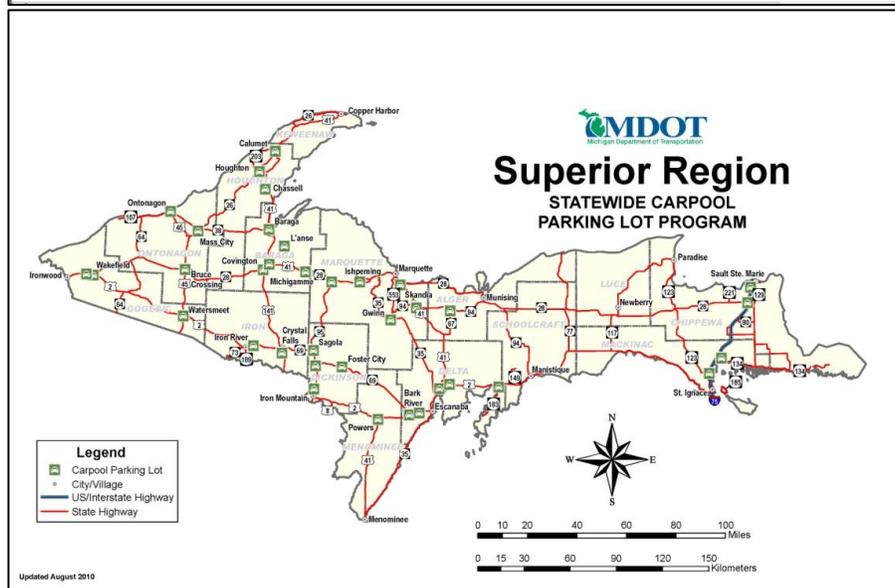
Subscribe

Select region to view map of MDOT carpool lots.
Then, click for lot info.

- 1 - Superior
- 2 - North
- 3 - Grand
- 4 - Bay
- 5 - Southwest
- 6 - University
- 7 - Metro

For Additional Information: Contact Melinda Ball, Carpool Parking Lot Customer Representative at 517-241-0006 or at ballm@michigan.gov

[Michigan.gov Home](#) | [State Web Sites](#)
[Privacy Policy](#) | [Link Policy](#) | [Accessibility Policy](#) | [Security Policy](#)
Copyright © 2001-2011 State of Michigan



New York – 511NY

Website

<http://www.511ny.org/Default.aspx>

<http://www.511ny.org/rideshare/rideshare.aspx?FolderID=150>

Mobile Access

“511NY is New York State’s official traffic and travel info source. Whether you drive or take public transit, click below for precisely what you need, or simply dial 511 on your phone. Wherever you’re going, 511NY is here to get you there.”

511NY provides all traffic and travel information including Park & Ride lot information. Information is easily accessible via dialing 511 on the phone, 511NY Mobile Web, My511NY Website, or 511NY Mobile App. Commuters can find out Park & Ride lot locations using a mobile device. Park & Ride information is provided using the same method so people can find out traffic conditions, transit conditions, weather, transit services, bus services, rail services, toll information, airports, ferries, carpools, vanpools, etc.

4. Strategies to Encourage Use of Park & Ride Lots

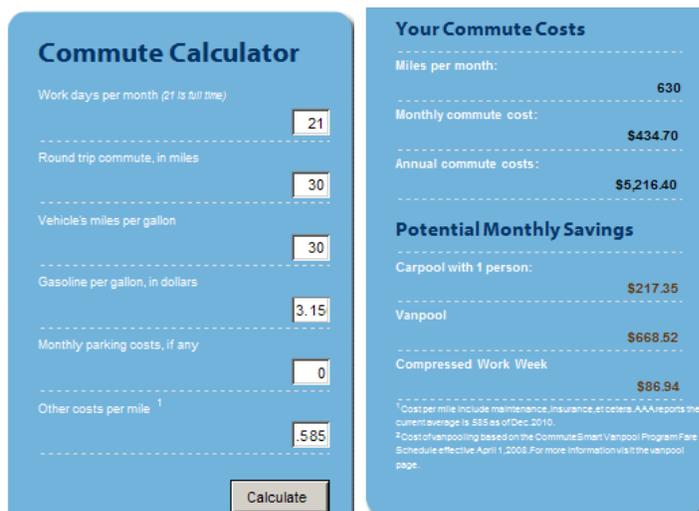
Alabama – CommuteSmart Birmingham

Website

<http://www.commutSMART.org/birmingham/>

<http://www.commutSMART.org/birmingham/incentives/>

The Alabama CommuteSmart website is very well organized and easy to use. Each page has a tutorial video on how the program can help a commuter. The website also provides a Commute Calculator, which allows prospective users to calculate savings should they switch to vanpooling or carpooling.



Commute Calculator

Work days per month (21 is full time)

Round trip commute, in miles

Vehicle's miles per gallon

Gasoline per gallon, in dollars

Monthly parking costs, if any

Other costs per mile ¹

Your Commute Costs

Miles per month: 630

Monthly commute cost: \$434.70

Annual commute costs: \$5,216.40

Potential Monthly Savings

Carpool with 1 person: \$217.35

Vanpool: \$668.52

Compressed Work Week: \$86.94

¹Cost per mile include maintenance, insurance, etc. AAA reports the current average is .585 as of Dec. 2010.
²Cost of vanpooling based on the CommuteSmart Vanpool Program Fare Schedule effective April 1, 2008. For more information visit the vanpool page.

- The GetGreen program is listed as a one-time program that offers commuters \$1 per day for everyday an alternative commute option is taken in the first 90-days of participating.
- The Commuter Club offers an ongoing program to earn \$25 gift cards for logging at least 20 alternative commute options in a three month span.
- The Two for the Road is a program for people who want to start a vanpool, but are not yet fully committed. CommuteSmart pays for the van and other expenses, and the commuters only have to chip in for (contribute toward) the expense of gas. They even give a \$40 gas card to sign up.
- If a commuter is a member of the CommuteSmart database, the commuter is allowed five emergency rides home a year. This is done by reimbursing the commuter for a taxi ride.

Company Outreach

- CommuteSmart Birmingham has over 80 partner companies that conduct a yearly transportation day, which involves setting up an informational booth to promote awareness of commute options alternative to SOV.
- CommuteSmart performs cluster analyses for companies using employee address information to evaluate vanpool and rideshare possibilities.

Alabama – Shelby County Department of Development Services

Website – Shelby County Reporter

<http://www.shelbycountyreporter.com/2011/01/13/check-letter-to-the-editor-before-putting-it-on-server/>

This article discusses a new 130 space Park & Ride lot next to the Shelby County airport. It is intended to serve vanpools going to Birmingham and Montgomery. There is a proposed innovative incentive to partner with Alabama Power to outfit a small amount of spaces with electricity to charge electric cars.

New Jersey – NJDOT

Technical Solutions to Overcrowded Park & Ride Facilities – May 2007

This report summarizes the results of the work performed by University Transportation Research Center – Region 2. A section of the report titled “RFID – E-Z Pass based Parking Space Monitoring System” provided an innovative solution for lots that have a fee. The E-Z pass toll system transponders that are widely used in New Jersey and many other states to digitally collect tolls could be used for entry and charged upon exit of Park & Ride facilities. This system would also improve ingress and egress to and from the Park & Ride facility.

California – El Dorado County Transit Authority (EDCTA)

EDCTA Transit Design Manual – Section 8 Park & Ride/Multi-Modal Facilities

The following comes from section 2.1.1.2 of the El Dorado County Transit Authority Transit Design Manual located at:

www.lscstahoe.com/.../EDCTA%20Transit%20Design%20Public%20Draft%20Report.pdf

Under the heading “Amenities,” this report describes potential additions to Park & Ride lots to attract commuters.

- “Kiss and ride” area for quick drop off and pickup
- Bicycle racks and lockers
- Bathroom facilities and showers
- Maintained landscaping

Virginia – Telework! VA – Virginia Department of Public Rail and Transit

An incentive program with Telework! VA offers businesses up to \$50,000 in tax credits to offset the cost of starting up and expanding a telework program. Businesses located in specific areas of Northern Virginia where ongoing Megaprojects construction is taking place may qualify for \$50,000 in financial assistance, while funds last. Teleworking programs are reported to reduce overhead expenses, decrease air pollution, and decrease traffic congestion. Information on the Telework! VA program can be found at: <http://www.teleworkva.org/>.

5. Partnerships

California – El Dorado County Transit Authority (EDCTA)

Park & Ride Master Plan – Policies

The following comes from section 2.1.1.1 of the El Dorado County Transit Authority Park & Ride Master Plan located at:

<http://www.eldoradotransit.com/assets/pdf/Reports/EDCTAPARKANDRIDEMASTERPLAN111407.pdf>

- Proposes a consideration for businesses with over 300 parking spaces to designate five percent of the lots for ridesharing on weekdays.
- The EDCTA suggests they work with the City (Placerville) and the County (El Dorado) to combine their respective road surface treatment programs in conjunction with any nearby facility.
- The EDCTA is committed to maintaining and operating the facility, but the Transit Authority itself does not want to own the facility. Their preference is to lease the facility for free from either the City or the County partnerships.

EDCTA Transit Design Manual – Section 8 Park & Ride/Multi-Modal Facilities

The following comes from section 2.1.1.2 of the El Dorado County Transit Authority Transit Design Manual located at:

www.lscatahoe.com/.../EDCTA%20Transit%20Design%20Public%20Draft%20Report.pdf

Under the heading “Public/Private Partnership Opportunities” it describes potential additions to a Park & Ride lot to attract commuters. A local convenience store was built in conjunction with a Park & Ride lot. There were advantages for both parties being beside one another.

- The Park & Ride lot provides additional customers for the convenience store
- The convenience store’s security presence reduced vandalism issues and general security issues associated with Park & Ride lots

Florida –Martin MPO (Stuart, FL)

Park & Ride Study – May 2007

This report was referenced in section 2.1.6.1 and can be viewed at

http://ap3server.martin.fl.us:7778/pls/portal/docs/PAGE/MPO/MPO_DOCS_MAPS/MARTINPNRFINAL.PDF

A section of the report titled “Shared Parking Agreements” included a compilation of previous shared parking agreements across the states. The most successful arrangements occurred when the peak hours of the business did not coincide with the peak hours of the transit system. This arrangement would typically include malls, churches, and movie theaters. Below are a few examples of successful shared use policies:

- Portland, Oregon (Tri-Met) – Avoids annual operating costs by offering a one-time fee to use a portion of the business owner’s lot.
- Durham, North Carolina – Passes or hang tags were distributed to the commuters who wanted to use the shared lots due to the popularity of the program.
- Charlotte, North Carolina – When a new development is proposed, Charlotte Area Transit (CAT) reviews any zoning modifications proposed by the owner. If a re-zoning is permitted, CAT usually requests a portion of the new development to be used for a Park & Ride lot. Small monthly, monetary agreements are also worked out for businesses that have a need.
- Ohio Department of Transportation – Enact a lease agreement with the cooperating business. The DOT agrees to furnish an insurance policy (bodily and property damage) to protect both the business and the agency. The DOT agrees to maintain landscaping, signage, and lighting. The business has the responsibility of notifying the DOT of any maintenance that is needed.
- Shared Retail Centers – A study found that Park & Ride users are 1.55 times more likely to shop at retail centers with shared parking for Park & Ride facilities. This translates into an additional \$1,000 dollars per Park & Ride user being spent each year at retail centers that share parking spaces for Park & Ride usage.

Virginia – Fairfax County Park & Ride Program

The County develops license agreements with a wide variety of partners, including:

- Churches
- Private businesses (e.g., banks, bowling alleys, shopping centers)
- The American Legion
- Virginia Department of Transportation (VDOT)

The license agreements identify the responsible party for maintenance of the lot. Maintenance includes: snow plowing, lighting, and sweeping. The County pays the owner of the lot a license fee on a quarterly basis and pays for the installation and maintenance of appropriate parking signs. The agreements also provide information on a Commercial General Liability Insurance Policy that covers the owner of the lot.

Alabama – CommuteSmart-Birmingham

CommuteSmart-Birmingham relies on public-private partnership agreements to fill Park & Ride lot demand. The Alabama Department of Transportation (ALDOT) only owns two of the ten official Park & Ride lots within the Birmingham region. The other eight Park & Ride lots are church parking lots with a specified amount of spaces leased for use. These churches are located near major highways. Due to low usage during the weekday, churches are good Park & Ride lot partners. Additionally, it is less expensive to meet Park & Ride lot demand through partnership agreements when compared to new Park & Ride lot construction costs.

Partnership agreements are paid through (STF) and the Birmingham Regional Planning Commission insures these lots against damages.

Unofficial agreements are worked out with churches and retailers for use of lots for meeting places of new vanpools. After successful vanpools are established, permanent or official Park & Ride lot agreements are sought.

North Carolina – GoTriangle

The referenced website can be viewed at:

<http://triangletransit.org/bus/Park & Ride/>

The Park & Ride page specifically encourages Park & Ride users to be respectful of property and for people to patronize the businesses providing parking.

Michigan – Michigan Department of Transportation

The referenced website can be viewed at:

http://www.michigan.gov/mdot/0,4616,7-151-9615_11228_11234-202122--,00.html

Michigan Department of Transportation (MDOT) and Meijer partnered to provide carpool parking (Park & Ride). The stores have designated spaces for carpool parking marked by the sign below.



Research Results Digest 359 – National Corporate Highway Research Program (NCHRP)

A national best practice of utilizing lease agreements to fulfill Park & Ride needs was identified in this NCHRP document. Lease agreements are used to either eliminate or reduce maintenance and improvement costs.

California – California Department of Transportation (Caltrans)

Park & Ride Program Resource Guide 2010

Caltrans uses lease agreements for lots that are not owned by the state including privately held properties and local jurisdictions (counties/cities). California Streets and Highways code authorizes Caltrans to enter into agreements and leases with private property owners such as shopping centers or churches. Caltrans does not pay monthly rent for lease agreements; instead, lease payments are paid in advance as a lump sum for the entire lease term (ex. Caltrans would pay a lump sum of \$6000 for a one-year lease with a \$500 per month cost).

If the state agrees to provide amenities or improve pavement, leases are preferred to agreements. The process for acquiring lease agreements is as follows:

- Receive appraisal of fair market rent.
- Prepare a lease agreement using template/standard lease agreement. Caltrans Property Management should review and approve the lease and the local legal office must approve any changes in the standard lease.
- Pay fair market rent for the entire lease term in advance in a lump sum contract.
- Send a short-form memorandum of settlement and claim schedule to Headquarters Right-of-Way Acquisition Branch.
- Enter leased parcels into the Integrated Right-of-Way system.

The process for managing lease agreement properties includes reviewing the lease prepared by

Acquisition prior to presenting it to the lessor and forwarding a copy of the executed lease to Headquarter Right-of-Way, Property Management Branch.

Park & Ride lots have a minimum lease requirement of \$500 per month. All lease agreements can be terminated with 30-day notice if there are issues with onsite management including security and maintenance.

Massachusetts – Massachusetts Department of Transportation (Mass Highway)

Mass Highway Intermodal Facilities and Rest Areas 2006 Edition

Key design considerations for developing successful Park & Ride lots include locating Park & Ride lots near or within commercial developments. These include movie theaters, shopping malls, restaurants, stadiums, and hotels. These are land uses that often have surplus parking during the typical workday. The presence of retail services near the Park & Ride facility and ambient lighting and security is another key factor in successful Park & Ride lots.

6. Funding

Virginia – Fairfax County Park & Ride Program

- The County identifies funding through FTA grants for the construction of new lots.
- The County also creates additional spaces in private businesses through the land development proffer process.

Alabama – CommuteSmart-Birmingham

CommuteSmart and CommuteSmart-Birmingham receive funding through surface transportation (STP) funds. STP funds are secured federally and distributed annually as part of the Statewide Transportation Improvement Program (5-year plan) from ALDOT to the Birmingham Regional Planning Commission. CommuteSmart-Birmingham operates under the direction of the Birmingham Regional Planning Commission. Secure STP funding is “use or lose” so all of the improved funds are spent annually. Additional STP funding can be secured when justified. Expenditures are reimbursed to the Birmingham Regional Planning Commission by sending invoices to ALDOT. Occasionally, reports accompany invoices to justify spending.

STP funds are used to pay for maintenance contracts, public-private Park & Ride partnership agreements, new Park & Ride lot agreements, insurance for Park & Ride lots, marketing/outreach, and the incentive program.

Vermont – Go Vermont

Each year the Vermont Agency of Transportation (VTtrans) sponsors the Municipal Park & Ride Grant Program for the creation of small Park & Ride facilities in Vermont communities. Interested communities must apply for this grant.

<http://www.connectingcommuters.org/carpool-vanpool/Park & Ride-Info>

California – Bay Area Rapid Transit District (BART)

BART generates funding through structured parking fees. The fee for each lot is dependent on that lot's demand. Parking lots with high demand levels have higher fees and those with lower use have reduced rates. In addition to generating revenue to maintain and develop lots, this program also encourages greater use of the underutilized lots.

Maine – Park & Ride Lots

Many of Maine's Park & Ride lots are shared-use parking facilities. Maine maintains public-private partnerships with municipalities, churches, and businesses for Park & Ride service to be offered on the site. The lot owner receives benefits such as the elimination of the developer impact fee or transportation improvements in return for allowing the lot to be used as part of the Park & Ride program.

Florida – Miami-Dade County Transit

Miami-Dade County Transit generates revenue through joint development agreements with private developers. These agreements provide land development rights on and around Metrorail stations in return for rent. In one project, the Dadeland South Metrorail Station, private land was given to the county in return for development rights on the site. The site consists of office, hotel, and retail space. Miami-Dade Transit receives rent from all of the site users. In addition, a portion of the parking spots on the site are reserved for the Metrorail users.

Virginia – Public-Private Transportation Act (PPTA)

Public transportation projects are funded through private sector money through Design Build Finance Operate (DBFO) agreements. Under these agreements, a private company is responsible to design, construct, finance, and operate a transportation project. In Northern Virginia, an agreement was reached with a private firm to build high occupancy toll (HOT) lanes on I-495. In this situation, the construction cost will be mainly paid by the tolls collected and the financial risk on the commonwealth will be minimal.

Arizona – Phoenix Valley Metro Regional Public Transit Authority (RPTA)

RPTA is funded through the Public Transportation Fund (PTF), which is a \$0.005 regional sales tax to go toward roadways and transit. RPTA does not use federal funds.

RPTA caps spending levels for the construction of new Park & Ride lots. Any costs above \$4.5 million dollars are the responsibility of the locality/jurisdiction in which the Park & Ride lot will be located.

Research Results Digest 359 – National Cooperative Highway Research Program

Federal Funding Sources

- Congestion Mitigation/Air Quality Program (CMAQ)
- State Planning and Research (SPR)
- Surface Transportation Program (STP)
- Transportation Enhancements
- Transportation Community and System Preservation Program
- FTA Section 5307 – Urbanized Area Formula Program
- FTA Section 5309 – Major Capital Investments (New Starts and Small Starts)
- FTA Section 5311 – Formula Grants for Other Than Urbanized Areas
- FTA Section (b) (3) – Rural Transit Assistance Program
- FTA Section 5311 (c) – Public Transportation on Indian Reservations
- FTA Section 5317 – New Freedom Program
- American Recovery and Reinvestment Act (ARRA)

State Fund Sources

- Motor Vehicle Fuel Tax
- Motor Vehicle Tax/Fee
- Excise Tax on Vehicle Sales
- Personal Property Tax on Vehicles
- Vehicle Miles Traveled (VMT) Fees
- State Infrastructure Bank (SIB) Loan
- Grant Anticipation Revenue Vehicle (GARVEE)
- Transportation Infrastructure and Innovation Act (TIFIA) Loan

Other Fund Sources

- Local Option Sales Tax
- Agency Fund Sources
- Contractual Leasing Agreements
- Long-Term Lease of Existing Asset
- Partnerships with Private Consortiums
- Design Build Finance Operate (DBFO)
- Performance-Based Maintenance Contract (PBMC)

California – California Department of Transportation (Caltrans)

Park & Ride Program Resource Guide 2010

Caltrans generates revenue by leasing airspace within freeway and Park & Ride right-of-way to generate revenue. Caltrans licenses wireless communication facilities within freeway and Park & Ride right-of-way to generate revenue. Revenue is deposited into the State Highway Account and made available for mass transportation projects within the State of California.

Caltrans has competitive planning grant programs and allocates funds for planning studies. Studies available for funding include:

- Statewide Transportation Planning Studies
- Transit Technical Planning Assistance
- Transit Professional Development – student internship opportunities
- Planning Partnership – For projects of multi-regional significance
- Community Based Transportation Planning – Local transportation and land use planning
- Environmental Justice and Context Sensitive Solutions

Caltrans features many grant programs that fund transit operations but include Park & Ride funding. Caltrans also uses the following funding sources:

- Community Development Block Grants (CDBG) – These grants are for urban redevelopment but Park & Ride lots in urban areas are considered.
www.hud.gov/offices/cpd/communitydevelopment/programs/
- Congestion Mitigation and Air Quality Improvement Program – Funds are directed to transportation projects and programs that contribute to the attainment or maintenance of National Ambient Air Quality Standards in nonattainment or air quality maintenance areas for ozone, carbon monoxide, or particulate matter under provisions in the Federal Clean Air Act.
- Regional Surface Transportation Program (RSTP) – Distributed through Metropolitan Planning Organizations (MPO's) and Regional Transportation Planning Agencies (RTPA's)
- State Highway Operation Protection Program (SHOPP)
- Public Transportation Modernization, Improvement, and Service Enhancement Account
- Environmental Enhancement and Mitigation Program (EEMP)
- Regional Transportation Impact Fees
- Local Transportation Funding – Self Help Counties
- Federal Earmarks
- Public Private Partnerships
- Creating New Opportunities for Solar Energy Systems Deployment on State of California/Department-Controlled (SODC) Facilities (DD-104)

7. Contact List

Alabama

CommuteSmart Birmingham

R. Lindsey Gray – Deputy Director of Operations

Phone: (205) 264-8429

Ricki Hall – Special Projects Coordinator

Phone: (205) 264-8455

CommuteSmart Montgomery

Mr. Robert E. Smith Jr. – Senior Transportation Planner/ Transportation Planning Division Head

Phone: (334) 241-2249

Kindell Anderson – Transportation Planner

Phone: (334) 241-2754

CommuteSmart Mobile-Baldwin

Transportation Coordinator

Phone: (251) 706-1CAR

California

DOT District Coordinators

District 1 – Eric Brunton / Troy Arseneau

Phone: (707) 441-3934 / (707) 441-6377

District 2 – Michelle Millette

Phone: (530) 229-0517

District 3 – Shannon Culbertson

Phone: (530) 741-5435

District 4 – Linda Tong / Adrian Levy

Phone: (510) 286-5735 / (510) 622-0109

El Dorado Transit Authority Staff

Scott Ousley – Operations Manager

Phone: (530) 642-5383, Ext. 211

Bob O'Brien, Transportation Supervisor

Phone: (530) 642-5383, Ext. 205

Colorado

Regional Transportation District

Information Center

Phone: (303) 299-8429

Minnesota

Metropolitan Council – Metro Transit

Maurice Roers – Facilities Planning Manager

Phone: (612) 349-7684

Julie Quinn – Associate Facilities Planner

Phone: (612) 349-7333

Vermont

Vermont Agency of Transportation

Go Vermont

Phone: (800) 685-7433

New York

Ithaca-Tompkins County Transportation Council

Fernando de Aragón, Executive Director

Phone: (607) 274-5570

Fairfax County Park & Ride Program

Karen Payne – Park & Ride Coordinator

Phone: (703) 877-5601

Michigan Department of Transportation

Niles Annelin – Carpool Lot Coordinator – Transportation Planning Division

Phone: (517) 335-2893

Elaine Luo – Rideshare Coordinator – Passenger Transportation Division

Phone: (517) 335-2552