

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

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

In 2022, the population of Washington County is 606,378 and the average annual vehicle miles traveled (VMT) per capita is 8,261 in 2022. The County recognizes the importance of doing our part to reduce VMT and air pollution by promoting transportation options to our 2,000+ employees. The following plan documents the efforts of Washington County to encourage employee use of commute options.

People who work for Washington County either live nearby in the Portland Metro region or travel from locations further away in Oregon or Washington. Whether they live near or at some distance, the majority usually drive alone to work rather than commuting by transit, carpool, biking, walking or teleworking. As a result, vehicle air pollution and traffic congestion have become a concern. Beginning in 2020, the COVID-19 pandemic changed commuting behavior significantly, and many County employees were required to telework regularly as a public health measure. Approximately 60% of the Washington County workforce quickly shifted to part-time or full-time remote work, even though previously only about 1% had regularly telecommuted. In May 2022, Washington County staff emerged from working under an emergency COVID-related telecommuting policy to working under a permanent one, and many employees returned to either working in the office full time or a hybrid schedule of in-person and remote work. Therefore, this plan documents the “new normal” of commuting for County employees as of fall 2022.

---

## 1. The results of the baseline survey

---

Because the County employment base has grown over time, the sites surveyed have expanded from one in 1996 to five in 2019. Baseline surveys took place in 1996, 2007, 2017 and 2019 as more County facilities were added and employees moved into those buildings. The mode split trends (percentage of users for each mode) by location are listed in the charts below from each year of the ECO Survey, including the latest 2022 data:

Downtown Hillsboro	1996	1998	1999	2001	2003	2005	2007	2009	2011	2013	2015	2017	2019	2022
Drive Alone	88%	89%	71%	79%	80%	80%	74%	75%	75%	74%	77%	75%	77%	54%
Transit	3%	3%	18%	14%	12%	12%	17%	17%	19%	15%	12%	15%	14%	5%
Carpool	6%	4%	7%	5%	6%	3%	6%	3%	2%	6%	6%	3%	5%	3%
Bike or Walk	2%	2%	2%	1%	2%	2%	2%	3%	3%	2%	3%	4%	2%	1%
Telecommute										1%	1%	1%	1%	35%
Compressed Week										1%	2%	2%	2%	2%

Walnut Street Center	2007	2009	2011	2013	2015	2017	2019	2022
Drive Alone	81%	80%	81%	85%	80%	78%	86%	58%
Transit	12%	14%	10%	7%	5%	11%	9%	2%
Carpool	5%	3%	4%	6%	6%	5%	2%	3%
Bike or Walk	2%	1%	4%	2%	2%	2%	2%	2%
Telecommute				0%	6%	1%	0%	34%
Compressed Week				1%	1%	4%	1%	2%

Service Center East	2007	2009	2011	2013	2015	2017	2019	2022
Drive Alone	74%	83%	90%	70%	90%	76%	82%	63%
Transit	13%	8%	7%	24%	1%	14%	10%	0%
Carpool	11%	3%	2%	0%	2%	1%	4%	3%
Bike or Walk	1%	0%	0%	0%	3%	4%	0%	0%
Telecommute				0%	1%	1%	1%	34%
Compressed Week				6%	2%	4%	3%	0%

Elam Young Parkway	2017	2019	2022
Drive Alone	82%	81%	38%
Transit	8%	10%	1%
Carpool	1%	4%	2%
Bike or Walk	2%	1%	3%
Telecommute		3%	54%
Compressed Week		1%	1%

Blanton St	2019	2022
Drive Alone	83%	93%
Transit	3%	3%
Carpool	7%	0%
Bike or Walk	2%	0%
Telecommute	4%	2%
Compressed Week	1%	2%

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

#### Washington County Employee Population Surveyed

	Year	Employees surveyed	Surveys returned	Response rate
Downtown Hillsboro	2013	380	342	90%
	2015	1399	1239	89%
	2017	1151	866	75%
	2019	380	288	76%
	2022	388	297	77%
Service Center East	2013	17	17	100%
	2015	126	104	83%
	2017	21	21	100%
	2019	31	24	77%
	2022	44	39	89%
Walnut Street Center	2013	186	163	88%
	2015	214	197	92%
	2017	154	151	98%
	2019	209	157	75%
	2022	226	213	94%
Elam Young Pkway	2017	112	86	77%
	2019	139	107	77%
	2022	133	104	78%
Blanton St	2019	52	42	81%
	2022	34*	12	35%

\*The Human Resources Department was unable to confirm the total building population due to recent moves, so the actual response rate is unknown.

---

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

---

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

Location	Baseline Date	Baseline Auto Trip Rate	Auto Trip Rate Goal*	Auto Trip Rate as of September 2022
Downtown Hillsboro Campus	March 1996	91%	82%	54%
Service Center East	May 2007	79%	71%	63%
Walnut Street Center	May 2007	83%	75%	58%
Elam Young Parkway	June 2017	82%	74%	38%
Blanton St	March 2019	86%	77%	93%

\* Auto Trip Rate Goal is 10% reduction in baseline auto trip rate

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

The full 2022 ECO Survey results from each site are included at the end as Attachment D.

---

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

---

The County has met or exceeded their auto trip rate at all County locations except for the Blanton St office. Note that the Blanton St office population is below the threshold required by DEQ to have required a survey, but it was included to help gather data for all County sites. Meeting the auto trip reduction rate was primarily due to the shift to remote work for a significant portion of the County workforce. No new auto trip reduction rates have been set yet because this is the first ECO survey completed since the start of the COVID-19 pandemic. In the 2022 ECO Survey, most respondents indicated that they utilized transportation options because it saves money, saves time and reduces their carbon footprint.

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

- County-subsidized (100%) TriMet Universal Pass (Hop Fastpass card) for all regular employees
- Welcome emails to all new employees sharing information about sustainable commute options
- TriMet TransitTracker website with customized real-time transit availability on County intranet
- Covered bike racks and bike fix-it stations at multiple county facilities
- Shower and locker facilities at some County buildings
- Active coordination and management of a county bike rider team
- Outreach to TriMet riders, Bike Riders and Sustainable transportation email lists with events and updates
- Bike fleet and motor pool cars available for daytime use, including PHEVs and hybrids
- Wellness and Sustainability websites, outreach and events related to commute options
- Proximity of several county facilities to MAX stations and bus stops
- Free and available parking for drivers, including carpoolers
- Electric vehicle charging stations on the downtown Hillsboro campus
- Promotion of Get There Oregon for carpool connection, as well as transportation options

- Participation in annual challenge events that promote commute options and reward participants – Active Transportation Challenge, Get There Challenge, Commuter Kickbacks, and Commute Champions
- Telecommuting/Remote Work and Alternative Work Schedule policies create options to reduce commuting by employees.
- Emergency ride home is available to employees who commuted by non-drive alone travel options within the TriMet district.

---

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

---

##### Bicycling

The County installed a secure bike storage corral in downtown Hillsboro parking garage in 2019. The secure bike parking corral provides commuter amenities and is available to any County employee who requests electronic access. The central location makes it useful for many employees and also provides a new secure spot for the County's bike fleet. Locker rooms and showers are available in the adjacent building, in addition to more bike storage, to accommodate active transportation users. In addition, bike racks are available for employee use outside many County facilities. Locker rooms and lockers are available at some County facilities. If employees need to make a minor bike repair or pump bike tires, there are workstations with tools at four County locations.

The Office of Sustainability maintains a list of 175 employees who have expressed an interest in biking or have participated in bike events. Updates, events and biking information is shared periodically by email. In the 2022, the Westside Transportation Alliance launched the Active Transportation Challenge as a replacement for the previous Move More Challenge sponsored by The Street Trust. For the 2022 Challenge, 57 County employees joined the team and biked, walked and scooted during June for commuting, transportation, fitness and fun. Those employees are provided incentives and awards for participation. Washington County won the competition by logging more trips, miles and travel modes than all other teams participating.

Additionally, Washington County's bike fleet program provides employees with an active transportation option in the County fleet. The fleet, managed by the Office of Sustainability, includes five easy-to-ride cruising bikes and one hybrid bike, available for employee business or personal use. Employees can check out bikes during the workday and keep them to use for up to two weeks at a time. To date, 93 employees have signed bike fleet program waivers to use the bikes since the program started in 2017.

In 2022, the County recorded a 1% bicycle commute rate across all sites. Previously the rate was 1%, so the goal will be to **maintain or increase the 1% rate** with continued outreach and engagement about this option.

##### Carpooling

The County does not offer an employer-sponsored carpool matching program or incentives; however, the County provides outreach about the local online platform, Get There Oregon, <https://getthereoregon.org/>. The Get There platform launched in 2019 and the Office of Sustainability ensures all new employees are aware of this website in their welcome email about sustainable commute options.

Some employees organize their own carpools or ride to work with a relative or roommate. There are EV charging stations located in the downtown Hillsboro campus to accommodate any employee to needs to charge their car during the workday. Carpooling to meetings, events, and conferences is encouraged, and high efficiency motor pool vehicles are available for employees to check out from work. In the 2022 ECO Survey, 41 employees (8%) who drove alone noted that carpooling would be the transportation option they are most interested in or most likely to use if they had help finding a carpool partner.

In 2022, the County recorded a 3% carpool commute rate across all sites. Previously the rate was 4%, so the goal will be to **maintain or increase the 3% rate** with continued outreach and engagement about this option.

## Emergency Ride Home

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

In the 2022 ECO Survey, a guaranteed ride home was noted as one service or benefit that would help employees try another way of getting to work besides driving alone. 83 employees (16%) noted that this would help them feel comfortable trying transportation options. The Office of Sustainability will partner with the Human Resources Department to continue to ensure employees know that this is an option to encourage sustainable commute options.

## Teleworking

In 2020, Washington County required many employees to work remotely in response to the COVID-19 pandemic. In 2021, the Board of County Commissioners approved [policies](#) for Telecommuting/Remote Work and Alternative Work Schedules to help provide guidance for managers and staff. Some departments already had policies and procedures in place, and the County supported those initiatives for staff whose assignments can be completed at home or in off-site locations. Currently, each department director can assess their business needs and employee classifications to determine who is eligible for remote work and the number of days per week they telecommute. As of fall 2022, 37 departments and divisions had adopted telecommuting options at least once per week and 76% of remote workers work from home at least 3 days/week.

In our 2021 department survey, the Office of Sustainability determined that 97% of organizational units reported that they will continue hosting virtual meetings even after the pandemic, 94% of organizational units reported they will continue to attend virtual conferences and events and telecommuting was the most reported climate change mitigation strategy.

In the 2022 ECO Survey, teleworking was the top transportation option that employees who drive alone are most interested in. Two hundred and seventy employees (52%) noted interest in teleworking. The second most popular option was a compressed work week. One hundred ninety-two employees (37%) noted interest in this alternative work schedule.

From 2019 to 2022, the teleworking rate across all County sites increased from 1% to 37%. The County hopes to continue to see a high rate of remote work where feasible to help continue to meet auto trip reduction goals. The goal will be to **maintain a rate of at least 20%** teleworking at County sites.

## Transit

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

In 2019, Washington County transitioned from the TriMet pass sticker affixed to County ID badges to the Hop Fastpass card. All pass eligible employees receive their own personalized Hop card and use it each time to ride transit. This allows TriMet to get better data about ridership and boardings, and it provides the same free all-access benefit to County employees. As new eligible employees are hired at the County, they are automatically offered the opportunity to request a Hop card to take advantage of this benefit. Currently, 1,215 employees have TriMet passes issued by Washington County as of January 2023.

Real-time transit information is provided on the County's [TransitTracker page](#) online. This helps employees find out when the next train or bus will be departing from their site. It can be helpful for getting to meetings, commuting home or planning a trip using transit. Additionally, any time there are changes to service or service disruptions, that information is shared to employees via this page and the employee intranet.

In the 2022 ECO Survey, Washington County saw a large reduction in the use of transit for commuting. In 2019, up to 14% of commutes were completed using transit, however that number dropped to about 4% in 2022. The top reasons that County employees chose to work remotely or drive alone as preferred alternatives to transit include saves time (263 employees, 47%), need car for non-work reasons (230 employees, 41%) and no transit stops where they live or work (140 employees, 25%). The 2022 survey also indicated that 99 employees (19%) would feel more encouraged to try transit if they were allowed flexible scheduling to accommodate the transit schedule and 104 employees (20%) would be encouraged to try transportation options if incentives such as rewards or prizes were offered.

In 2022, the County recorded a 4% transit commute rate across all sites. Previously the combined rate was 11%, so the **goal will be to increase the rate** with continued outreach and engagement about this option.

## Walking

The County completed a Pedestrian Safety Education Project in fall 2019 through winter 2020. Everybody is a pedestrian at some point in their visit to Washington County offices. This program provided safety education and activities to increase awareness, skills and reinforce behavior change in people moving around campus. This program addressed risks related to factors like weather, visibility, and distractions by increasing knowledge of alternatives and skills required, and reinforcement of new habits:

- Distributed high quality visibility lights to pedestrians
- Raised awareness of safe crossing points
- Helped people travel more safely, get more movement, and reduce environmental impact by providing education useful safety and comfort incentives

The education, outreach and distribution of high-quality tools (i.e. visibility lights) was designed to lead to more safety among pedestrians and it may incentivize people to walk more.

In the 2022 ECO Survey, 31 employees (6%) said that amenities for bikers and walkers would help encourage them to use transportation options other than driving alone. In 2022, the County recorded a 1% walk commute rate across all sites. Previously the rate was 1%, so the goal will be to **maintain the 1% rate** with continued outreach and engagement about this option.

## Westside Transportation Alliance (WTA) Transportation Options Programs

Washington County works closely with our local transportation management agency, Westside Transportation Alliance (WTA). WTA provides incentives to their member organizations to promote and use transportation options, and they operate challenge events (like the Active Transportation Challenge). In 2018 WTA initiated their Commuter Kickbacks program to promote commute trip logging via Get There Oregon. In 2022, WTA launched the Commute Champions program which promotes transportation options and has a special incentive offering for frontline workers. County employees (among other members) who log a certain number of non-drive alone trips within a month are eligible for a prize. Several employees have won prizes over the years as a thank you for using any type of transportation option – transit, carpool, walk, bike, and telework. WTA awarded 60 incentive prizes to Washington County employees in 2022. This includes the monthly Commuter Kickbacks drawings (20), the Active Transportation Challenge (13), the Luck of the Commuter Challenge in March (1), the local incentives WTA offered during the Get There Challenge (6), and incentives offered through Commute Champions (20).

---

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

---

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

**Teleworking** – 20% trip reduction potential

**Compressed work week** – 1% trip reduction potential

**Transit** – 10% trip reduction potential

**Bicycling** – 1% trip reduction potential

**Carpooling** – 3% trip reduction potential

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

The total projected trip reduction potential is 36%, exceeding the ECO required target of 10% reduction.

---

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

---

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

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

---

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

---

**Bicycling:** Employees can use employee-only showers and lockers at some facilities, including the downtown Hillsboro Washington Street Conference Center at the current time. In addition, they can access outdoor bike racks at most facilities. The secure bike parking corral in the downtown Hillsboro campus is also open to all County employees who register for access.

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

**Teleworking:** Telecommuting/Remote Work and Alternative Work Schedule Policies were approved in 2021. These options may be offered to some employees when it is beneficial to the employee, the County and the community we serve. These policies support County's sustainability efforts to reduce commuting miles drive, resource conservation, and a healthy environment.

**Transit/Emergency Ride Home:** The TriMet pass subsidy and emergency ride home program is ongoing and expected to continue. All regular County working 20 hours or more are eligible for a free Hop Fastpass.

**Walking and Rolling:** The Pedestrian Safety Education Project wrapped up in spring 2020 to help improve pedestrian visibility and safety. The Office of Sustainability will continue to offer LED-light vests, clip-on lights and retroreflective stickers to help improve visibility of people who walk, run, roll and stroll.

---

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

---

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

---

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

---

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

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

Signature \_\_\_\_\_

Date \_\_\_\_\_



## Attachment A Commute Trip Reduction Work Sheet

ECO Strategy	Potential Trip Reduction	x	Percentage of Employees Who Will Be Offered This Strategy	= Overall Potential Trip Reduction	Employer's Trip Reduction Target for Strategy
<b>Telecommuting</b> • Full Time • 1-2 Days/Week	82 - 91%		0	0	0
	14 - 36%		70%	10 - 25%	20%
<b>Compressed Work Week</b> • 9/80 Schedule • 4/40 Schedule • 3/36 Schedule	7 - 9%		2%	0	0
	16 - 18%		2%	0 - 1%	1%
	32 - 36%		0	0	0
<b>Transit Pass Subsidy</b> • Full Subsidy - High Transit Service - Medium Transit Service - Low Transit Service • 1/2 Subsidy - High Transit Service - Medium Transit Service - Low Transit Service	19 - 32%		55%	10 - 18%	10%
	4 - 6%		0	4 - 6%	0
	0.5 - 1%		0	0.5 - 1%	0
	10 - 16%		0	10 - 16%	0
	2 - 3%		0	2 - 3%	0
	0 - 0.5%		0	0 - 0.5%	0
<b>Cash Out Employee Parking</b> - High Transit Service - Medium Transit Service - Low Transit Service	8 - 20%		0	0	0
	5 - 9%		0	0	0
	2 - 4%		0	0	0
<b>Eliminate Parking Subsidies</b> - High Transit Service - Medium Transit Service - Low Transit Service	8 - 20%		0	0	0
	5 - 9%		0	0	0
	2 - 4%		0	0	0
<b>Reduced Cost Parking for HOVs</b>	1 - 3%		0	1 - 3%	0
<b>Alternate Mode Subsidy</b> • Full Subsidy - High Transit Service - Medium Transit Service - Low Transit Service • 1/2 Subsidy - High Transit Service - Medium Transit Service - Low Transit Service	21 - 34%		0	21 - 34%	0
	5 - 7%		0	5 - 7%	0
	1 - 2%		0	1 - 2%	0
	10 - 17%		0	10 - 17%	0
	2 - 4%		0	2 - 4%	0
	0.5 - 1%		0	0.5 - 1%	0
<b>On-Site Services (café, gym)</b>	1-2%		20%	1 - 2%	0
<b>Bicycling Program</b>	0 - 10%		See End Note <sup>ii</sup>	0 - 3%	1%
			27%		

ECO Strategy	Potential Trip Reduction	x	Percentage of Employees Who Will Be Offered This Strategy	= Overall Potential Trip Reduction	Employer's Trip Reduction Target for Strategy
<b>On-Site Rideshare Matching for Carpools and Vanpools</b>	1 - 2%		0	0 - 1%	0
Without support strategies	6 - 8%		5%	3 - 4%	3%
With support strategies					
<b>Provide Vanpools</b>			See End Note <sup>iii</sup>		
Company-Provided Vans With a Fee	15 - 25%		0	0	0
Company-Subsidized Vans	30 - 40%		0	0	0
<b>Gifts/Awards for Alternative Mode Use</b>	0 - 3%		5%	0 - 2%	0
<b>Provide Buspools</b>	3 - 11%		0	3 - 11%	0
<b>Walking Program</b>	0 - 3%		10%	0 - 3%	0
<b>Time Off with Pay for Alternative Mode Use</b>	1 - 2%		0	0	0
<b>Company Cars for Business Travel</b>	0 - 1%		70%	0 - 1%	0
<b>Guaranteed Ride Home Program*</b>	1 - 3%		55%	1 - 2%	1%
<b>TOTAL ESTIMATED EFFECTIVENESS</b>					36%

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

### SUPPORT STRATEGIES

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

- Employee Transportation Coordinator
- Marketing/Education Campaign
- Preferential parking for HOVs
- On-site Transit Pass Sales
- Pre-tax Transit Pass Sales
- Employee Recognition Program
- Shuttles
- Other (please specify) Free transit pass, TriMet Transit Tracker site, secure bike parking

End Notes:

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

## Attachment B

### Glossary for Commute Trip Reduction Work Sheet

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

## Attachment B (Cont.)

### **Telecommuting**

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

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

### **Compressed Work Week**

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

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

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

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

### **Transit Pass Subsidy**

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

### **Cash Out Employee Parking**

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

### **Eliminate Parking Subsidies**

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

### **Reduced Cost Parking for HOVs**

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

### **Alternate Mode Subsidy**

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

### **On-Site Services**

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

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

### **Bicycling Program**

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

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

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

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

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

### **Provide Vanpools**

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

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

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

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

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

### **Walking Program**

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

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

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

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

Time Off with Pay for Alternate Mode Use - Rather than a monetary incentive, a gift, or an award, employees are offered time off with pay as an incentive to use alternate modes. An example may be to offer an extra day off with pay to employees who use a mode other than driving alone over a three-month period.

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

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

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

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

### **Guaranteed Ride Home Program**

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

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

### Attachment C ECO Strategy Applicability

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



## Attachment D 2022 ECO Survey Results



### WASHINGTON COUNTY ECO SURVEY RESULTS - DOWNTOWN HILLSBORO

September 2022

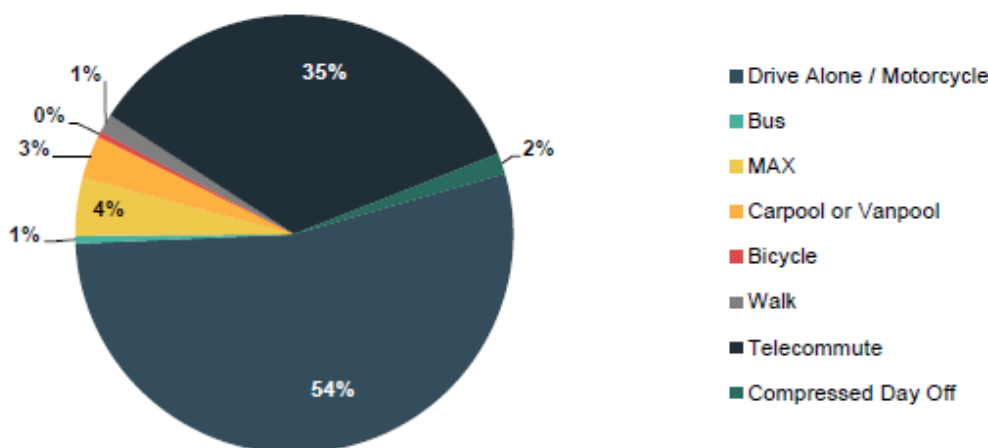
This report summarizes your employees' responses to the Employee Commute Options Survey. The results identify the modes of transportation your employees use to commute to your worksite and the number of weekly trips their choices generate.

**Washington County - Downtown**  
155 N First Avenue  
Hillsboro, OR 97123

Total Employee Population	1,232
Population Surveyed	388
Surveys Returned	297
Response Rate	77%
<b>Current Auto Trip Rate (ATR)</b>	<b>55%</b>
Baseline ATR	91%
Target ATR	82%

**Weekly Employee Trips**

Commute Method	Reported Weekly Trips	Total Expected Weekly Trips	% of Total Weekly Trips	Total Weekly Auto Trips
Drive Alone / Motorcycle	772	1009	54%	1009
Bus	8	10	1%	0
MAX	62	81	4%	0
Carpool or Vanpool	45	59	3%	29
2-person	43	58	3%	28
3-person	3	3	0%	1
4-person	0	0	0%	0
5-person	0	0	0%	0
6+ people	0	0	0%	0
Bicycle	6	8	0%	0
Walk	20	26	1%	0
Telecommute	501	655	35%	0
Compressed Day Off	22	29	2%	0
<b>TOTAL</b>	<b>1436</b>	<b>1876</b>	<b>100%</b>	<b>1037</b>



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

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

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



## WASHINGTON COUNTY ECO SURVEY RESULTS - WALNUT STREET CENTER

**September 2022**

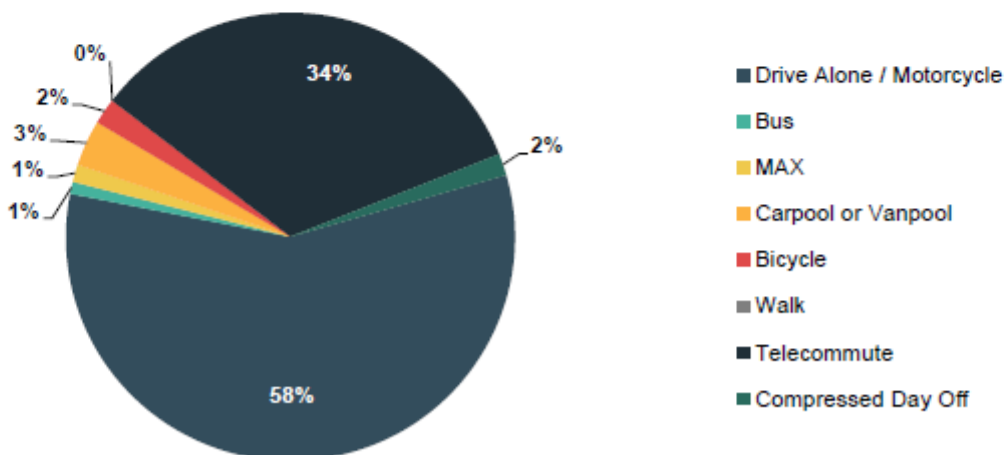
This report summarizes your employees' responses to the Employee Commute Options Survey. The results identify the modes of transportation your employees use to commute to your worksite and the number of weekly trips their choices generate.

**Washington County - Walnut Street**  
 1400 SW Walnut Street  
 Hillsboro, OR 97123

Total Employee Population	228
Population Surveyed	228
Surveys Returned	213
Response Rate	94%
<b>Current Auto Trip Rate (ATR)</b>	<b>59%</b>
Baseline ATR	83%
Target ATR	74%

**Weekly Employee Trips**

Commute Method	Reported Weekly Trips	Total Expected Weekly Trips	% of Total Weekly Trips	Total Weekly Auto Trips
Drive Alone / Motorcycle	589	625	58%	625
Bus	9	10	1%	0
MAX	13	14	1%	0
Carpool or Vanpool	34	38	3%	18
2-person	34	38	3%	18
3-person	0	0	0%	0
4-person	0	0	0%	0
5-person	0	0	0%	0
6+ people	0	0	0%	0
Bicycle	19	20	2%	0
Walk	0	0	0%	0
Telecommute	344	365	34%	0
Compressed Day Off	16	17	2%	0
<b>TOTAL</b>	<b>1024</b>	<b>1086</b>	<b>100%</b>	<b>643</b>



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

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

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



**WASHINGTON COUNTY ECO SURVEY RESULTS - ELAM YOUNG PARKWAY**

**September 2022**

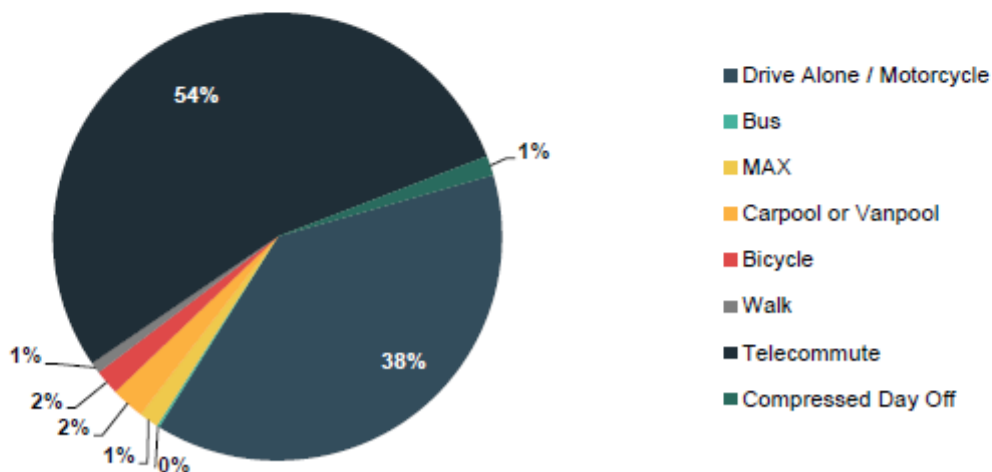
This report summarizes your employees' responses to the Employee Commute Options Survey. The results identify the modes of transportation your employees use to commute to your worksite and the number of weekly trips their choices generate.

**Washington County - Elam Young**  
5240 NE Elam Young Parkway  
Hillsboro, OR 97124

Total Employee Population	133
Population Surveyed	133
Surveys Returned	104
Response Rate	78%
<b>Current Auto Trip Rate (ATR)</b>	<b>39%</b>
Baseline ATR	82%
Target ATR	74%

**Weekly Employee Trips**

Commute Method	Reported Weekly Trips	Total Expected Weekly Trips	% of Total Weekly Trips	Total Weekly Auto Trips
Drive Alone / Motorcycle	191	244	38%	244
Bus	1	1	0%	0
MAX	7	9	1%	0
Carpool or Vanpool	12	15	2%	7
2-person	10	13	2%	6
3-person	2	3	0%	1
4-person	0	0	0%	0
5-person	0	0	0%	0
6+ people	0	0	0%	0
Bicycle	9	12	2%	0
Walk	4	5	1%	0
Telecommute	268	343	54%	0
Compressed Day Off	7	9	1%	0
<b>TOTAL</b>	<b>499</b>	<b>638</b>	<b>100%</b>	<b>252</b>



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

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

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



Westside  
Transportation  
Alliance

## WASHINGTON COUNTY ECO SURVEY RESULTS - SERVICE CENTER EAST

September 2022

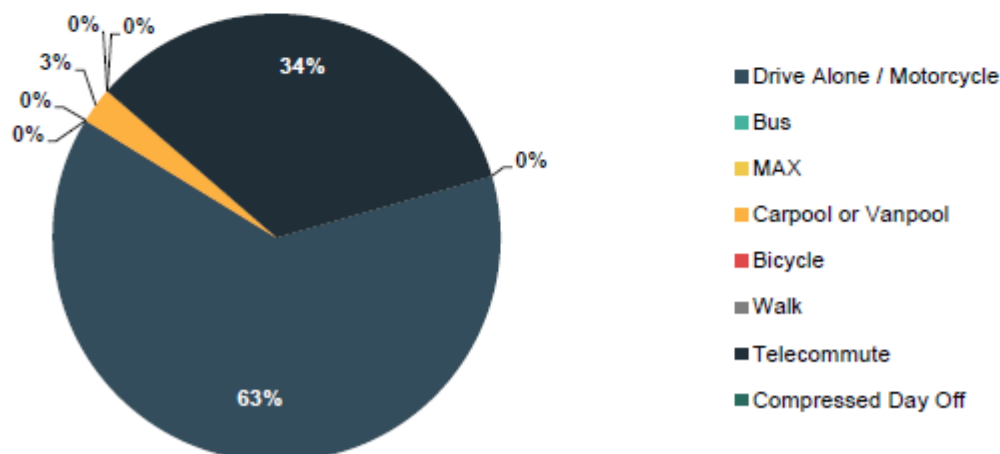
This report summarizes your employees' responses to the Employee Commute Options Survey. The results identify the modes of transportation your employees use to commute to your worksite and the number of weekly trips their choices generate.

Washington County - Service Center East  
3700 SW Murray Blvd  
Beaverton, OR 97005

Total Employee Population	44
Population Surveyed	44
Surveys Returned	39
Response Rate	89%
<b>Current Auto Trip Rate (ATR)</b>	<b>65%</b>
Baseline ATR	N/A
Target ATR	N/A

### Weekly Employee Trips

Commute Method	Reported Weekly Trips	Total Expected Weekly Trips	% of Total Weekly Trips	Total Weekly Auto Trips
Drive Alone / Motorcycle	122	138	63%	138
Bus	0	0	0%	0
MAX	0	0	0%	0
Carpool or Vanpool	5	6	3%	3
2-person	5	6	3%	3
3-person	0	0	0%	0
4-person	0	0	0%	0
5-person	0	0	0%	0
6+ people	0	0	0%	0
Bicycle	0	0	0%	0
Walk	0	0	0%	0
Telecommute	66	74	34%	0
Compressed Day Off	0	0	0%	0
<b>TOTAL</b>	<b>193</b>	<b>218</b>	<b>100%</b>	<b>140</b>



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

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

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



**WASHINGTON COUNTY ECO SURVEY RESULTS - BLANTON STREET**

**September 2022**

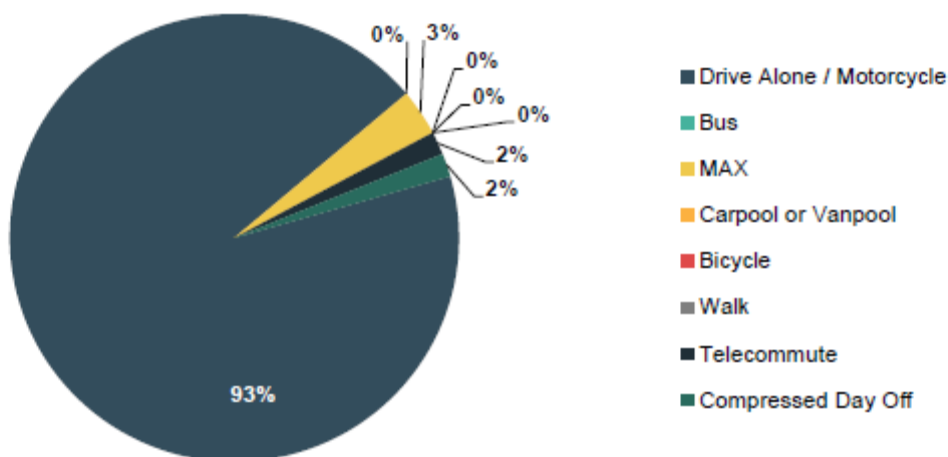
This report summarizes your employees' responses to the Employee Commute Options Survey. The results identify the modes of transportation your employees use to commute to your worksite and the number of weekly trips their choices generate.

**Washington County - Blanton Street**  
 20665 SW Blanton St  
 Aloha, OR 97078

Total Employee Population	34
Population Surveyed	34
Surveys Returned	12
Response Rate	35%
<b>Current Auto Trip Rate (ATR)</b>	<b>93%</b>
Baseline ATR	N/A
Target ATR	N/A

**Weekly Employee Trips**

Commute Method	Reported Weekly Trips	Total Expected Weekly Trips	% of Total Weekly Trips	Total Weekly Auto Trips
Drive Alone / Motorcycle	58	159	93%	159
Bus	0	0	0%	0
MAX	2	8	3%	0
Carpool or Vanpool	0	0	0%	0
2-person	0	0	0%	0
3-person	0	0	0%	0
4-person	0	0	0%	0
5-person	0	0	0%	0
6+ people	0	0	0%	0
Bicycle	0	0	0%	0
Walk	0	0	0%	0
Telecommute	1	3	2%	0
Compressed Day Off	1	3	2%	0
<b>TOTAL</b>	<b>60</b>	<b>170</b>	<b>100%</b>	<b>159</b>



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

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

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