



BART Transit-Oriented Development Transportation Demand Management Program

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Introduction

Transportation Demand Management, or TDM, comprises policies and programs that encourage more efficient use of transportation resources by replacing some vehicle trips, especially drive-alone trips, with walking, bicycling, transit, carpooling/vanpooling, or telecommuting.

This document defines TDM requirements for transit-oriented development (TOD) on BART property and provides a TDM Toolkit for implementation of requirements.

The development of BART's TDM requirements for TOD was motivated by Assembly Bill 2923 (AB 2923), a 2017 state law that, among other things, mandates that BART "approve travel demand management requirements for TOD projects on district-owned real property." Moreover, BART's Board-adopted TOD Performance Targets set a goal for $\frac{3}{4}$ of BART's projects to incorporate TDM programs by 2030. Therefore, although AB 2923 only applies to certain BART-owned properties, these TDM requirements apply to development on all BART-owned land.

In the context of this policy and its implementation, **TDM strategies for TOD in BART station areas are focused on future residents, employees, and visitors of those developments.** This TDM program does not address the ways in which BART customers access stations where TOD is built; BART assesses customer access in other, in-depth ways for each TOD project.

This document outlines BART's TDM program, establishes BART's TDM goal and performance measures, and sets TDM requirements for development projects. Appendix A consists of a TDM Toolkit defining the potential TDM strategies, and how these strategies will count toward the total TDM requirement. Appendix B describes compliance reporting and monitoring protocols for each TDM strategy.

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TDM Goal

As noted above, BART's Board adopted TOD Performance Targets set a 2025 goal for half of all development on BART property to incorporate TDM strategies - such as transit passes or discounts, car sharing, and unbundled parking - and a 2040 goal for this to occur within three-quarters of all BART development. The TOD Performance Targets also set a goal of reducing vehicle-related greenhouse gas emissions. Consistent with BART's Transit-Oriented Development (TOD) Policy¹ and Station Access Policy², BART's new TDM requirements, adopted via Board action in August 2020, state:

- BART's transit-oriented development program aims – among other things – to reduce regional greenhouse gas emissions, grow BART ridership at times and locations with capacity, and increase transportation choices.
- To support these goals, developers of BART-owned property will implement transportation demand management (TDM) strategies that have been shown to quantifiably support these goals.
- BART's TDM program will aim to reduce the Vehicle Miles Traveled (VMT) and increase the transit ridership of on-site residents, workers, and visitors.
- Developers may work within BART's TDM program, or participate in an equivalent, larger-scale TDM program at BART's discretion.

In keeping with these requirements, **BART's overall goal is a 20% reduction in Vehicle Miles Traveled (VMT) generated by each project with TDM on BART land**, as compared to a comparable project in the same location without TDM strategies.

BART reserves the right to revisit and adjust the TDM goal and requirements in the future, as BART learns from the experiences of its future developers.

TDM Requirements

This TDM program applies to all TOD projects on BART-owned property including those where BART is assembling property with adjacent landowners. BART aimed to establish requirements that are economically reasonable and straightforward for both BART and the developer. To do so, San Francisco's SF Shift program was used as a template. Like SF Shift, **BART's TDM program assigns points to TDM strategies so that each point represents approximately a 1% reduction in VMT** based on empirical data, as further described below. BART has modified its program from the SF Shift program to reflect the uniqueness of TOD on BART property while keeping intact the underlying premise of the relationship between scale of VMT reduction and points.

This TDM program sets a minimum TDM Point Target of 20 points for all land uses, except in documented cases of economic infeasibility or where a project is complying with an equivalent program. BART stations are nodes in the regional transit system and have the potential for development that generates some of the lowest VMT of any location in the Bay Area.

¹ BART, "Transit-Oriented Development Policy," adopted June 9, 2016, includes the following Transportation Choice goal: "Leverage land use and urban design to encourage non-auto transportation choices both on and off BART property, through enhanced walkability and bikeability, and seamless transit connectivity." https://www.bart.gov/sites/default/files/docs/A-%20BART%20TOD%20Policy%20Adopted%206-9-16_0.pdf

² BART, "Station Access Policy," adopted June 9, 2016, includes the following: "are to "advance the region's safety, public health, and greenhouse gas (GHG) and pollution-reduction goals," "connect more riders cost effectively," and to "invest in access choices for all riders, particularly those with the fewest choices." https://www.bart.gov/sites/default/files/docs/E-%20BART%20Access%20Policy%20-%20Adopted%206-9-16_0.pdf

To support the travel-efficient location of BART property, developments should aim for a VMT reduction from TDM strategies of at least 20%, or 20 points.

Additionally, each land use has a required strategy that is counted towards its point total. All developments that include parking will be required to implement parking management strategies³:

Residential:

- All parking serving market rate housing should be unbundled. In other words, the cost of parking is paid separately from the lease or sale price. Parking shall be offered at market rates.
- Parking serving deed-restricted affordable housing is not required to be unbundled; instead, parking supply shall be reduced to at least the 3-point level per Appendix A, Parking-3, Reduced Parking Supply, on page 19. This represents 80% of the maximum parking for the applicable TOD Place Type as shown in Appendix D. Note that any BART patron parking that is shared with affordable housing residents does not count toward this maximum.

Commercial and office uses:

- All parking should be unbundled; parking shall not be free of charge, nor included in leases. In addition, lessees shall choose one of the following:
 - All parking should be rented to users on a daily or hourly basis, rather than a long-term basis. Market-rate parking fees shall be paid by drivers rather than being paid, subsidized, or validated by office or commercial tenants (e.g. employers), per Appendix A, Parking-2, Price Parking, p. 19.

OR

- Parking supply should be reduced to at least the 2-point level per Appendix A, Parking-3, Reduced Parking Supply, on page 19. This represents 90% of the maximum parking for the applicable TOD Place Type as shown in Appendix D.

With the goal of creating an effective but simple process, each point in the TDM Toolkit represents a potential estimated reduction of approximately 1% in VMT in Urban and Urban with Parking station types. Point values are assigned based on guidance from the California Air Pollution Control Officers Association⁴ and the SF Shift program^{5, 6, 7}. For non-urban station

³ Parking strategies are required as part of the larger TDM package because studies show they have the biggest impact on VMT reduction. For example, free parking at visitor and commute destinations is one of the biggest incentives to travel by car and encourages people to choose to drive even when other modes are available. Conversely, implementing daily or hourly paid parking incentivizes visitors and commuters to consider other travel modes. These required strategies are consistent with the residential parking permit context that currently exists around most BART stations, along with paid parking at BART station lots and on some streets around BART stations adjacent to commercial districts.

⁴ California Air Pollution Control Officers Association, "Quantifying Greenhouse Gas Mitigation Measures," August 2010. <http://www.capcoa.org/wp-content/uploads/2010/11/CAPCOA-Quantification-Report-9-14-Final.pdf>

⁵ San Francisco Planning, "Standards for the Transportation Demand Management Program," Updated June 7, 2018. https://default.sfplanning.org/transportation/tdm/TDM_Program_Standards.pdf

⁶ San Francisco Planning, "TDM Program Standards: Appendix A, Transportation Demand Management Measures," Updated June 7, 2018. https://default.sfplanning.org/transportation/tdm/TDM_Measures.pdf

⁷ San Francisco Planning, "Transportation Demand Management Technical Justification," Updated January 22, 2018. https://default.sfplanning.org/transportation/tdm/TDM_Technical_Justification_update2018.pdf

types, the estimated VMT reduction per point is aspirational and the selected TDM strategies may not achieve the full VMT reduction in year one of occupancy, but each point represents an equivalent level of effort across all station types⁸.

Lessees of BART property are required to identify a TDM coordinator, such as an asset manager or property manager. The TDM coordinator shall be responsible for implementing the TDM plan and will be the primary contact with BART. A single individual may serve as TDM coordinator for one or more land uses, or for the entire TOD at a given station.

Application of TDM Requirements and Strategies

BART station developments are typically multi-phase and mixed use. While it is expected that a TDM program may be more efficiently planned, delivered, and measured for a larger area, TDM requirements will be separately measured by land use in accordance with the toolkit below. However, local-serving retail - defined as up to 25,000 gross square feet in the aggregate for the overall TOD project - is exempt from the full TDM program requirements, though the parking management requirements apply regardless of size.

In mixed use developments, TDM strategies that are shared among and benefit multiple land uses may count toward each land use's Point Target, with BART's approval. For example, in a development with both apartments and offices, a shuttle system that serves all users and residents is a shared resource and counts toward the TDM points for both uses. A bike room exclusively for residents counts towards only the residential use. Developers are encouraged to form or join a Transit Management Association (TMA), as described below in Table 1, in order to efficiently deliver shared TDM strategies.

TDM strategies will generally be implemented for the BART development but may serve users in a larger area. For example, a shared bike hub may be contained in a residential building but available to others besides the residents of a transit-oriented development.

TDM Waivers

Developments on BART-owned property that are subject to a locality's TDM requirement which includes a VMT reduction of 20% or greater - or other requirement that is at least equivalent - may receive a waiver from the TDM plan and compliance requirements (but not the requirements described in the section below entitled Travel Behavior Monitoring). To qualify for a waiver, developers must provide evidence that the alternative TDM requirements meet or exceed the BART program requirements. BART staff will review and determine if a full or partial waiver meets the goals of this program.

Implementation

Roles and Responsibilities

Each TOD developer should submit for BART staff review a **draft TDM plan** for each anticipated land use showing how the Point Target of 20 points will be met. The draft TDM plan should be submitted early in the entitlement and project review process. Ideally it will be submitted at the same time that the developer submits an access study addressing how BART

⁸ For example, the required TDM plan for apartments at Lake Merritt Station would be expected to result in a 20% reduction in VMT in comparison to a similar project without TDM. However, the same TDM plan at Dublin/Pleasanton Station may only result in a 15% VMT reduction until density and multi-modal transportation networks increase in that area. Though the impact is potentially different, the level of effort will be consistent throughout the system.

customers will continue to access the station once the TOD is built, however BART staff will work with the developer to identify the appropriate submittal time for each individual project.

A **final TDM plan** detailing how each land use will meet its TDM Point Target should be appended to the ground lease. Each TDM plan should state the approximate number of anticipated residents and employees served by the development, and should be accompanied by an annual TDM budget showing the sources and uses of funds anticipated to maintain and operate the TDM strategies.

BART will provide a TDM plan form that developers may use in creating draft and final TDM plans.

In addition, property lessees shall submit regular reporting as described in the **Compliance** section of this document.

While BART and lessees of BART land are the direct parties of BART's TDM requirements, there are other important players in effective transportation demand management. The following table outlines key players and their roles.

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Table 1 TDM Key Players and Their Roles

Key Player	Roles
BART	<p>Landowner: Sets TDM requirement for development on its property.</p> <p>Ground Leasing: Approves TDM plans and budgets of partner developers as a condition of approval of all ground leases for BART-owned parcels.</p> <p>Compliance Reporting and Monitoring: Defines TDM compliance and travel behavior monitoring procedures and reviews reports. Performs on-site inspections prior to occupancy</p>
Property Lessee / Developer	<p>Development: Leases and develops land within BART station areas.</p> <p>TDM Infrastructure and Programming: Produces a TDM plan compliant with BART requirements, installs TDM-supportive capital in property development, and administers independent TDM programming. Identifies a TDM Coordinator.</p> <p>TDM Compliance: Maintains and improves TDM capital, administers TDM programming in compliance with a parcel's approved TDM plan, and ensures occupants and tenants participate in and comply with BART TDM monitoring.</p> <p>Monitoring: Collects monitoring and travel behavior data, reports TDM program performance, and submits annual budgets and reports to BART. This can include contracting or designating a third-party entity to administer all or part of TDM monitoring.</p>
Local Jurisdiction	<p>Development Review: Approves development applications from private developers.</p> <p>TDM Services: May provide transportation services supportive of travel by various modes within the locality (supplementing BART transit services), such as bus service, bike share, and first-/last-mile connector shuttles.</p> <p>Local Transportation Networks: Operates, maintains, and improves roads and transportation facilities in the public right-of-way.</p>
Transportation Management Association	<p>Association: Usually a membership association into which members – whether property owners, employers, municipalities, or other entities – buy in, to support and gain access to TDM programs and services. A TMA is usually based around a specific geography, such as a county, city, campus, or business district. TMAs may be funded through a levy on property tax bills, if approved by property owners.</p> <p>TDM Services: Provides transportation services supportive of travel by various modes in the TMA's service region and complementary to BART services, such as bicycle maintenance services, first-/last-mile connector shuttles, and incentives for walking or carpooling to work.</p> <p>TDM Support: Serves as a one-stop shop for travel planning resources, TDM promotions, and/or TDM monitoring administration.</p> <p>Some Existing TMAs in AB 2923 Station Areas: Transportation Management Association of San Francisco (TMA SF), 511 Contra Costa, Emeryville Transportation Management Association</p>
Private TDM Service Providers	<p>Contracted TDM Services: May provide contract transportation services supportive of the multimodal travel within the locality, supplementing BART transit services, on behalf of another key player in the station area.</p> <p>TDM Monitoring: May administer TDM monitoring via travel behavior surveying, mobile applications, transit pass usage, or other means, on behalf of BART or another key player in the station area.</p> <p>TDM Support: May serve as a one-stop shop for multimodal travel planning resources, multimodal travel informational programming, TDM promotions, and/or TDM gamification, on behalf of BART or another key player in the station area.</p> <p>Some Existing TDM Service Providers: Commute.org in San Mateo County, Luum, Ride Amigos, private shuttle providers, and bike share and shared mobility providers.</p>
Transit Service Providers	<p>Transit Agencies: Provide transit service to TOD developments and may offer discounted passes, monthly or bulk passes, and transit schedule coordination between agencies.</p>

TDM Plan Review & Pre-Occupancy Inspection

BART will review draft and final TDM plans for completeness, accuracy, and the satisfaction of the TDM Point Target for each land use within the development. The draft TDM plan is likely to be revised as the project changes and also in response to BART staff comments.

Prior to BART's approval of lease terms, property lessees should provide BART staff with a final TDM plan for review and approval. The Schedule of Performance attached to each lease should include the Pre-Occupancy TDM Inspection as a milestone.

BART will generate a Pre-Occupancy Inspection checklist based the lessee's selected TDM plan elements. Prior to the issuance of an initial certificate of occupancy by the station area municipality, the lessee must facilitate a site inspection by BART staff to confirm that all approved physical strategies in the approved TDM plan have been implemented and/or installed (in exceptional circumstances and with BART's written agreement, strategies may be implemented/installed within a reasonable amount of time following the inspection. The property lessee must also provide documentation that approved programmatic strategies in the property's TDM Plan have or will be implemented as required.

Compliance

TDM plan compliance ensures property lessees implement and maintain the TDM strategies they commit to in their TDM plans. BART will verify that each TDM plan's physical and programmatic strategies are maintained, for as long as the property maintains a ground lease. Over this time, the lessee must regularly submit all required compliance reporting forms and supporting documentation, including the TDM budget showing the sources and uses of funds anticipated to maintain and operate the TDM strategies, along with a plan review fee in accordance with BART's then-current Fee Schedule⁹.

The first submission of forms and documentation is due within 30 calendar days of the 12-month anniversary of the issuance of the initial certificate of occupancy. Subsequent annual submissions are also due within 30 calendar days of that anniversary. Upon five years of satisfactory compliance, the submittal requirement may shift to every three years with BART's approval. This relaxed timeline can revert back to annual submittal requirements if compliance becomes unsatisfactory.

BART staff may conduct site visits from time to time to confirm all approved physical strategies in the project's TDM plan continue to be implemented, installed, or properly maintained. Lessees will be informed in advance of any site visits to areas that are not publicly accessible.

Appendix B describes compliance protocols for each strategy in the TDM Toolkit.

BART will estimate the staff labor hours to review and monitor TDM plans for the life of a development project to provide a cost basis for TDM program administration.

Appendix C details charges for non-compliance and the notification process. BART's first response to non-compliance shall be notification followed by an opportunity to come into compliance. The charges for non-compliance are tied to points for any strategies in the project's TDM plan which are not delivered.

⁹ BART's current Fee Schedule, effective July 1, 2019, is at <https://www.bart.gov/sites/default/files/docs/FEESCHD%207-1-19.pdf>

Travel Behavior Monitoring

To ensure BART's TDM requirements actively contribute to BART's TDM Goal and TDM performance measures, property lessees will be expected to administer an annual travel behavior survey designed by BART. This survey will ask residents and employees questions such as the mode of transportation they typically use for various types of trips. Lessees are expected to actively engage residents and employees in order to obtain a high rate of completed surveys. The goal will be to have a minimum of a 25% response rate. Each lessee will be expected to offer an incentive to employees or residents that return a survey. Incentives can be offering events with food/drink to encourage survey participation or offering the chance to win a prize. Each lessee can determine the appropriate incentive but is expected to budget a minimum of \$2 per resident or employee annually.

Additional monitoring for travel demand associated with station area developments may be developed and administered by BART with the cooperation of lessees and their residential and commercial tenants. This may consist of passive or active data collection, such as mobile app data collection, transit pass usage data collection, odometer readings, and/or individual travel behavior surveys. Additional data to be collected may include parking occupancy, driveway counts, travel mode share, BART ridership, and change in Vehicle Miles Traveled (VMT) – that is, the difference between a baseline VMT estimated for a similar project without TDM and the actual VMT of the project with TDM. BART will expect developers to facilitate this additional data collection and monitoring, if implemented. All travel behavior monitoring data collected by BART will be used to evaluate BART's overall TDM requirements and will not impact previously approved TDM plans.

TDM Toolkit

Appendix A provides a toolkit of TDM strategies that can contribute to travel demand reduction, supporting BART's TDM goal, and satisfying lessee TDM targets. These strategies are organized by category, and the toolkit quick reference table presents land uses where each strategy is applicable, and the range of point values. Following the toolkit quick reference table, each TDM strategy and its assigned point values are described in a profile. Point values are based on estimated VMT impacts and the scale of strategy being applied.

Appendix A: TDM Strategy Toolkit

Figure 1 TDM Toolkit, Applicable Land Use Groups, and Associated Points

Category	Strategy	Land Use Group			Recommended Points
		Residential	Office	Retail, Community	
Active-1	Bicycle Parking	X	X	X	1 - 4 ●●●●
Active-2	Bicycle Repair Station	X	X	X	1 ●
Active-3	Bicycle Maintenance Services	X	X	X	1 ●
Active-4	Showers and Changing Facilities Lockers		X	X	1 ●
Active-5	Bike Valet			X	1 ●
Family-1	Family TDM Amenities	X			1 - 2 ●●
Family-2	On-Site Daycare	X	X	X	1-2 ●●
Family-3	Affordable Healthy Food Retail	X			2 ●●
Info-1	Education, Marketing, and Outreach	X	X	X	1 - 4 ●●●●
Info-2	Multimodal Wayfinding Signage	X	X	X	1 ●
Info-3	Real-Time Transit/Transportation-Service Information/Tracking Display	X	X	X	1 ●
MAAS-1	Shared-Bike (Scooter or Other) Service Membership	X	X	X	1 - 2 ●●
MAAS-2	Provide Bike Fleet, Bike Share	X	X	X	1 - 2 ●●
MAAS-3	Car-Share Parking	X	X	X	1 - 4 ●●●●
MAAS-4	Car-Share Membership	X	X	X	1 - 4 ●●●●
MAAS-5	Delivery-Supportive Amenities	X	X	X	1 ●
Parking-1	Unbundled Parking	Req	X	X	5 ●●●●●
Parking-2	Daily Paid Parking		Req	X	2 ●●
Parking-3	Reduced Supply	X	X		1 - 11 ●●●●●●●●●●
Transit-1	Free or Subsidized Clipper Card Cash	X	X	X	1 - 6 ●●●●●●
Transit-2	High Value Bart Pass Equivalent	X	X	X	2 - 8 ●●●●●●●●
Transit-3	BART Connector Shuttle Service (Publicly Available)	X	X	X	7 - 14 ●●●●●●●●●●
Transit-4	Vanpool Program/Contributions		X	X	1 - 7 ●●●●●●●

TDM Strategy Details

This toolkit describes each TDM strategy, applicable land use categories, and the assigned point value based on estimated VMT impacts.

Land use zoning differs from jurisdiction to jurisdiction. To account for this in BART's TDM requirements, the following table assembles land uses into three groups:

- Residential
- Office
- Retail/Community-Serving

Where land uses do not neatly fit into this categorization, the developer shall categorize a project's proposed land use(s) as it deems most appropriate, subject to BART's approval.

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Active-1: Bicycle Parking

Description

Provide secure bicycle parking at the applicable rate prescribed below.

Short-term spaces, such as inverted-u racks or post and ring installations, should be weather protected, sturdy, and well anchored.¹⁰ Short-term spaces typically meet the needs of shoppers or visitors and are used for a couple of hours at a time. Secure long-term spaces, such as bike lockers or bike cages, should be fully sheltered from weather elements and provide a form of access control such as keys or smart cards.¹¹ Secure long-term spaces are typically designed to meet the needs of commuters or residents who require storing their bike safely for an entire day or longer.

Spaces should meet all Local requirements, BART TOD guidelines, and reflect design best practices such as those identified by the Association of Pedestrian and Bicycle Professionals (APBP). If an applicable local code requires more long-term or short-term bicycle parking than points are allotted for in this document, the applicable point value shall be the closest one for which the requirements herein are exceeded.

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¹⁰ See Class II Bicycle Parking in SFMTA's "Bicycle Parking: Standards, Guidelines and Recommendations" (2015) and Class III Bicycle Parking in FHWA's "Lesson 22: Bicycle Parking and Storage" from its "Course on Bicycle and Pedestrian Transportation" (2013).

¹¹ See Class I Bicycle Parking in SFMTA's "Bicycle Parking: Standards, Guidelines and Recommendations" (2015) and Class I Bicycle Parking in FHWA's "Lesson 22: Bicycle Parking and Storage" from its "Course on Bicycle and Pedestrian Transportation" (2013).

Points:

1 - 4

Residential

- One point: Providing 1 long-term bicycle parking space per dwelling unit, per BART TOD Guidelines,¹² and short-term bicycle parking spaces as required by local code.
- Two points: Providing 1 long-term bicycle parking space per dwelling unit, up to 100 units, and 1 long-term bicycle parking space per 2 units over 100. In addition, providing 2 short-term bicycle parking spaces per 20 dwelling units.
- Three points: Providing 1.5 long-term bicycle parking space per dwelling unit, up to 100 units, and 1 long-term bicycle parking space per 1.33 units over 100. In addition, providing 3 short-term bicycle parking spaces per 20 dwelling units.
- Four points: Providing whichever is greater: 1 long-term bicycle parking space per dwelling unit, or 1 long-term bicycle parking space per bedroom per unit. In addition, providing 4 short-term bicycle parking spaces per 20 dwelling units, and at least one electric bicycle charging station.

Office

- One point: Providing long-term and short-term bicycle parking spaces as required by local code.
- Two points: Providing 1 long-term bicycle parking space for every 2,500 square feet of occupied floor area. Also, providing 1 short-term bicycle parking spaces for every 25,000 square feet of occupied floor area, or short-term bicycle parking equal to 5% of the maximum visitor capacity for a project, whichever is less.
- Three points: Providing 1 long-term bicycle parking space for every 1,667 square feet of occupied floor area. Also, providing 2 short-term bicycle parking spaces for every 25,000 square feet of occupied floor area, or short-term bicycle parking equal to 10% of the maximum visitor capacity for a project, whichever is less.
- Four points: Providing 1 long-term bicycle parking space for every 1,125 square feet of occupied floor area. Also, providing 3 short-term bicycle parking spaces for every 25,000 square feet of occupied floor area, or short-term bicycle parking equal to 20% of the maximum visitor capacity for a project, whichever is less, and at least one electric bicycle charging station.

Retail/Community-Serving

- One point: Providing long-term and short-term bicycle parking spaces as required by local code.
- Two points: Providing 1 long-term bicycle parking space for every 3,750 square feet of occupied floor area. Also, providing 1 short-term bicycle parking spaces for every 750 square feet of occupied floor area, or short-term bicycle parking equal to 5% of the maximum visitor capacity for a project, whichever is less.
- Three points: Providing 1 long-term bicycle parking space for every 2,500 square feet of occupied floor area. Also, providing 2 short-term bicycle parking spaces for every 750 square feet of occupied floor area, or short-term bicycle parking equal to 10% of the maximum visitor capacity for a project, whichever is less.
- Four points: Providing 1 long-term bicycle parking space for every 1,875 square feet of occupied floor area. Also, providing 3 short-term bicycle parking spaces for every 750 square feet of occupied floor area, or short-term bicycle parking equal to 20% of the maximum visitor capacity for a project, whichever is less.

¹² BART, "Transit-Oriented Development Guidelines," May 2017.

https://www.bart.gov/sites/default/files/docs/BART_TODGuidelinesFinal2017_compressed_0.pdf

Active-2: Bicycle Repair Station

Description	Provide an on-site bicycle repair station with adequate tools.
Points: 1	Residential, Office, and Retail/Community-Serving <ul style="list-style-type: none">One point for providing a bicycle repair station on-site in a covered area such as a bicycle storage room or garage. Tools and supplies should include, at minimum, those needed to fix a flat tire, adjust a chain, and performing other basic maintenance. Available tools should include, at minimum, a bicycle pump, wrenches, a chain tool, tire levers, hex keys/Allen wrenches, screwdrivers, and spoke wrenches. Although not required, vending machines selling items such as bike tubes, patch kits, lights, locks, hand warmers, and other bicycling gear can be paired with repair stations.

Active-3: Bicycle Maintenance Services

Description	Provide on-site bicycle maintenance services.
Points: 1	Residential, Office, and Retail/Community-Serving <ul style="list-style-type: none">One point for providing bicycle maintenance services on-site. Bicycle maintenance services should include, at minimum, a staffed facility providing basic bicycle maintenance services available to the public during typical retail hours. Services can also include the sale and rental of bicycle parts, bicycling gear, and tools.

Active-4: Showers, Changing Facilities, and Lockers

Description	Provide showers and lockers for active modes.
Points: 1	Office and Retail/Community-Serving <ul style="list-style-type: none">One point for providing at minimum one shower and at least six clothes lockers for every 30 secure long-term bike parking spaces. If local code requires more showers and/or clothes lockers per secure long-term bike parking spaces, then one point for meeting or exceeding that minimum.

Active-5: Bike Valet

Description	Provide monitored bicycle parking for events.
Points: 1	Retail/Community-Serving <ul style="list-style-type: none">One point for sites hosting events with attendance capacities greater than 1,000 people, that provide monitored bicycle parking supply capable of serving at least 20% of venue attendees. This service must be available to visitors at least one hour before event start times, through at least 30 minutes after event end times. Monitored bicycle parking must be located within a one block radius of a regular venue entrance.

Family-1: Family TDM Amenities

Description	Provide shared cargo bike(s) and collapsible shopping/utility cart(s), and/or secure storage near car share parking spaces for car seats and strollers, cargo bike(s), collapsible shopping/utility cart(s), and/or athletic gear.
Points: 1 - 2	Residential One point each for providing the following amenities: <ul style="list-style-type: none">• At least one cargo bike and one collapsible shopping/utility cart for shared use of residents. It is recommended that cargo bikes are available to residents on an hourly basis through an advanced reservation system.• Storage for car seats and strollers in a secure location. Car seat storage should be provided near the location of on-site car share parking spaces.

Family-2: On-site Daycare

Description	Provide childcare services on-site.
Points: 1 - 2	Residential, Office, and Retail/Community-Serving <ul style="list-style-type: none">• One point for providing a home-based daycare that complies with all state and local requirements.• Two points for providing a commercial childcare facility on site that complies with all state and local requirements.

Family-3: Affordable Healthy Food Retail

Description	Provide an affordable healthy food retail store as part of a development.
Points: 2	Residential <ul style="list-style-type: none">• Two points for providing a healthy food retail store - comprised of at least 5,000 gross interior square feet and selling staples, fresh meat, and fresh produce - within the development.

Info-1: Education, Marketing, and Outreach

<p>Description</p>	<p>Provide residents and/or employees with information on available travel options.</p>
<p>Points: 1 - 4</p>	<p>Residential</p> <ul style="list-style-type: none"> • One Point for providing TDM promotions, welcome packets, and incentives for completing travel behavior surveys. TDM promotions should encourage non-drive-alone modes through methods such as targeted messaging and communications campaigns, incentives, and competitions. Welcome packets should be provided to all new residents with information on non-drive-alone transportation options for accessing the project site and details on any transportation benefits offered. The packet should provide options for major destinations such as the nearby BART station, other transit centers, and shopping including specific transit and non-motorized routes. • Two Points for providing the above and personal consultation with a professional TDM coordinator to each new resident. • Four Points for providing the above strategies and enrolling all dwelling units in a Transportation Management Platform (TMP) such as RideAmigos or Luum, which offer commute planning functionality, parking management, and transit information online and through mobile applications. TMPs gamify commute behavior by actively logging how people travel and use this information to provide incentives, start friendly competition, or raise awareness about these decisions and the associated financial, environmental, and health impacts. <p>Office and Retail/Community-Serving</p> <ul style="list-style-type: none"> • One Point for providing TDM promotions, welcome packets, and incentives for completing travel behavior surveys. TDM promotions should encourage non-drive-alone modes through methods such as targeted messaging and communications campaigns, incentives, and competitions. Welcome packets should be provided to all new employees with information on non-drive-alone options for accessing the site and details on any transportation benefits offered. The packet should provide options for major employee commute origins including BART service, other specific transit routes, non-motorized routes, and carpool options. • Two Points for providing the above and personal consultation with a professional TDM coordinator to each new employee. • Four Points for providing the above strategies and enrolling all employees in a Transportation Management Platform (TMP) such as RideAmigos or Luum, which offer commute planning functionality, parking management, and transit information online and through mobile applications. TMPs gamify commute behavior by actively logging how people travel to work and use this information to provide incentives, start friendly competition, or raise awareness about these decisions and the associated financial, environmental, and health impacts.

Info-2: Multimodal Wayfinding Signage

Description	Provide multimodal directional signage for TDM amenities.
Points: 1	Residential, Office, Retail/Community-Serving One Point for providing multimodal wayfinding signage at key locations internally and externally that directs employees, residents, tenants, and visitors to all of the following transportation options, as applicable to the property: <ul style="list-style-type: none">• BART station• Other Transit Stops• Connector Shuttle Stops• Bicycle Parking• Bicycle Amenities (such as changing facilities and repair stations)• Bike Share• Car Share• Carpool/Vanpool pick-up/drop-offs• Delivery Amenities (such as package storage lockers)• Taxi Stands/TNC pick-up/drop-offs

Info-3: Real-Time Transit/Transportation-Service Tracking Display

Description	Provide monitors that display travel options, BART schedules, transit schedules, real-time arrival times, and real-time service updates.
Points: 1	Residential, Office, Retail/Community-Serving <ul style="list-style-type: none">• One point for providing real-time transportation information displays, such as large screens or monitors, in prominent locations (entry/exit areas, lobbies, elevator bays) that provide up to date transit arrivals, departures, and alternative non-drive-alone options. At minimum, a project should include a screen at each major entry/exit displaying transit arrival and departures for nearby BART and other transit service, availability and location of car share vehicles and bike share, and the approximate walking times to those locations.

MAAS-1: Shared Bike (Scooter or Other) Service Membership

Description	Offer bike and/or scooter share membership, or financial incentives for use on applicable bike or scooter share services, to resident and/or employees. An additional point awarded if the site is within 1,000 feet of an existing or planned bike share station.
Points: 1 - 2	<p>Residential</p> <ul style="list-style-type: none"> One point for proactively offering one complimentary annual bike share membership or one scooter share account with credit/reimbursement for up to 45 minutes of daily ride time to each dwelling unit, at least once annually. New residents should be offered membership upon move-in if an internal request deadline has passed. Two points for providing the above if the site is within 1,000 feet of an existing or planned bike share station. <p>Office and Retail/Community-Serving</p> <ul style="list-style-type: none"> One point for proactively offering one complimentary annual bike share membership or one scooter share account with credit/reimbursement for up to 45 minutes of daily ride time to each employee, at least once annually. New employees should be offered membership upon hire if an internal request deadline has passed. Two points for providing the above if the site is within 1,000 feet of an existing or planned bike share station.

MAAS-2: Provide Bike Fleet, Bike Share

Description	Provide on-site fleet of shared bikes for use by residents, employees, and/or guests.
Points: 1-2	<p>Residential, Office, and Retail/Community-Serving</p> <ul style="list-style-type: none"> One point for providing at least as many shared use bicycles as the number of short-term bicycle parking spaces required by local requirements, with a minimum of five bicycles provided including at least 20% electric bicycles. Long-term secure parking shall be provided for these shared use bicycles. The lessee is encouraged to provide locks, lights, and baskets to facilitate use of the shared bicycles. Two points for providing at least as many shared use electric bicycles as the number of short-term bicycle parking spaces required by local requirements, with a minimum of five electric bicycles provided. Long-term secure parking shall be provided for these shared use bicycles. The lessee is encouraged to provide locks, lights, and baskets to facilitate use of the shared electric bicycles.

MAAS-3: Car-Share Parking

<p>Description</p>	<p>Provide parking dedicated for use by car-share vehicles, from the fleet of a third-party car-share service provider or a car-share service provided by the lessee. Car-share vehicles eligible for this parking must in compliance with the following standards:</p> <ul style="list-style-type: none"> • Vehicles must be located at unstaffed, self-service locations on-site. • Vehicles must be available for pick-up by users 24 hours daily. • The lessee or a third-party vendor shall provide automobile insurance for its users when using car-share vehicles and shall assume responsibility for car-share vehicle maintenance. • All residents/tenants/employees eligible to drive shall have access to car-share vehicles in the designated car-share parking spaces. The car-share vehicles may also be made available to users who do not live or work on the property. • Users should pay for the use of the car-share vehicles. • Vehicles should be made available by reservation on a short-term basis, such as hourly, or in smaller intervals.
<p>Points: 1 - 4</p>	<p>Residential</p> <ul style="list-style-type: none"> • One point for providing one car-share parking space for every 120 dwelling units. • Two points for providing one car-share parking space for every 80 dwelling units. • Four points for providing one car-share parking space for every 40 dwelling units. <p>Office, Retail/Community-Serving</p> <ul style="list-style-type: none"> • One point for providing one car-share parking space for every 50 non-car-share parking spaces. • Two points for providing one car-share parking space for every 40 non-car-share parking spaces. • Four points for providing one car-share parking space for every 20 non-car-share parking spaces.

MAAS-4: Car-Share Membership

<p>Description</p>	<p>Provide membership to a car-share service for residents and/or employees. In order to satisfy this strategy, the lessee should cover the annual membership and any one-time application fees for a car share program. The lessee shall not be held accountable for reimbursing users the cost of any reservation-time, trip-time, or distance-based usage charges.</p>
<p>Points: 1</p>	<p>Residential</p> <ul style="list-style-type: none"> • One point for proactively offering complimentary annual car-share membership to each resident, at least once annually. New residents should be offered membership upon move in if an internal request deadline has passed. <p>Office, Retail/Community-Serving</p> <ul style="list-style-type: none"> • One point for proactively offering complimentary annual car-share membership to each employee, at least once annually. New employees should be offered membership upon hire if an internal request deadline has passed.

MAAS-5: Delivery-Supportive Amenities

Description	Provide staffed reception desk, delivery lockers, or other amenities.
Points: 1	Residential, Office, and Retail/Community-Serving One point for providing at least two of the following: <ul style="list-style-type: none">• Staffed reception desk• lockers for delivered packages• temporary storage for package deliveries, laundry deliveries, or other deliveries• temporary refrigeration for grocery deliveries

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Parking-1: Unbundle Parking

Description	Detach the cost of parking from rents or leases, for the life of the project. No units should be marketed with the amenity of “free parking” or similar terms. Unbundled spaces should be leased separately so that residents, tenants or employees have the option of renting a space at an additional cost, or not.
Points: 5	Residential, Office, and Retail/Community-Serving <ul style="list-style-type: none">• Five points for detaching the cost of all parking spaces from all lease fees for the life of the project.

Parking-2: Price Parking

Description	Price parking at hourly or daily rates, and do not provide weekly, monthly, annual, or other long-term parking pass options, nor discounted or free parking. This may include: <ul style="list-style-type: none">• Charging employees for daily parking• Implementing market or dynamic rate pricing• Eliminating validated parking
Points: 2	Office and Retail/Community-Serving <ul style="list-style-type: none">• Two Points for pricing all available parking at hourly or daily rates. In order to meet this requirement weekly, monthly, and/or annual parking passes may not be made available.

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Parking-3: Reduced Parking Supply

Description	<p>The lessee shall provide off-street private motor vehicle parking in an amount no greater than BART's maximums for the applicable TOD Place Type, as shown in Appendix D. Point values are scaled relative to these maximums.</p> <p>If this strategy is not yet compliant with the applicable local parking code, then the property shall not be eligible to receive points for this strategy.</p>
Points: 1 - 11	<p>Point ranges depend on the % of parking provided relative to the applicable TOD Place Type In Table 1 and Figure 1 of BART's 2017 TOD Guidelines (Neighborhood/Town Center; Urban Neighborhood/City Center; Regional Center), as follows:</p> <p>Residential:</p> <ul style="list-style-type: none">• One point for providing no more parking than BART's maximum• Two points for providing parking within 81-90% of BART's maximum• Three points for providing parking within 71-80% of BART's maximum• Four points for providing parking within 61-70% of BART's maximum• Five points for providing parking within 51-60% of BART's maximum• Six points for providing parking within 41-50% of BART's maximum• Seven points for providing parking within 31-40% of BART's maximum• Eight points for providing parking within 21-30% of BART's maximum• Nine points for providing parking within 11-20% of BART's maximum• Ten points for providing parking that is 10% or less of BART's maximum• Eleven points for providing no off-street parking spaces. <p>Office</p> <ul style="list-style-type: none">• One point for providing no more parking than BART's maximum• Two points for providing parking within 81-90% of BART's maximum• Three points for providing parking within 71-80% of BART's maximum• Four points for providing parking within 61-70% of BART's maximum• Five points for providing parking within 51-60% of BART's maximum• Six points for providing parking within 41-50% of BART's maximum• Seven points for providing parking within 31-40% of BART's maximum• Eight points for providing parking within 21-30% of BART's maximum• Nine points for providing parking within 11-20% of BART's maximum• Ten points for providing parking that is 10% or less of BART's maximum Eleven points for providing no off-street parking spaces.

Transit-1: Free or subsidized Clipper Card Cash

<p>Description</p>	<p>Provide contributions for employees and/or dwelling units to use public transit via Clipper Card and Clipper Card e-cash. Contributions must be offered to employees and/or dwelling units at least once annually for the life of the project and paid out to accepting residents and employees monthly. The lessee shall pay contributions equivalent to the cost of an applicable monthly public transit pass for the station area municipality, via e-cash loaded to a Clipper Card, for each accepting employee and/or dwelling unit. New employees or residents should be offered the subsidy upon hire or move-in if an internal request deadline has passed.</p> <p>Contribution levels shall be in denominations of 25%, 50%, 75%, or 100%.</p> <p>Monthly cost equivalents shall be based on the applicable public transit pass for the station area; the transit agency or pass must serve more than the locality in which the project is located.</p>
<p>Points: 1 - 6</p>	<p>Residential</p> <p>Points will vary based on the contribution developers make to the cost of an applicable monthly public transit pass for each accepting dwelling unit:</p> <ul style="list-style-type: none"> • One point for proactively offering contributions equivalent to 25% of the cost • Two points for proactively offering contributions equivalent to 50% of the cost • Four points for proactively offering contributions equivalent to 75% of the cost • Six points for proactively offering contributions equivalent to 100% of the cost <p>Office, Retail/Community-Serving</p> <p>Points will vary based on the contribution developers make to the cost of an applicable monthly public transit pass for each accepting dwelling unit:</p> <ul style="list-style-type: none"> • One point for proactively offering contributions equivalent to 25% of the cost • Two points for proactively offering contributions equivalent to 50% of the cost • Four points for proactively offering contributions equivalent to 75% of the cost • Six points for proactively offering contributions equivalent to 100% of the cost.

Transit-2: High Value BART Pass Equivalent

Description	Provide contributions for employees and/or dwelling units use public transit via BART High Value Ticket denominations. ¹³ Contributions must be offered to employees and/or dwelling units at least once annually for the life of the project and paid out to accepting residents and employees monthly. The lessee shall pay or reimburse the cost of e-cash loaded to a Clipper Card, up to \$240 (four \$60 BART High Value Tickets) per month for each accepting employee and/or dwelling unit. New employees or residents should be offered the subsidy upon hire or move-in if an internal request deadline has passed. Contribution levels shall be in denominations of \$60, \$120, \$180, or \$240.
Points: 2 - 8	Residential Points will vary based on the contribution made by the developer toward a BART high value ticket for each accepting dwelling unit, based on dwelling unit actual usage: <ul style="list-style-type: none">• Two points for proactively offering one \$60 BART High Value Ticket per unit• Four points for proactively offering up to two \$60 BART High Value Tickets per unit• Six points for proactively offering up to three \$60 BART High Value Tickets per unit• Eight points for proactively offering up to four \$60 BART High Value Tickets for each per unit Office and Retail/Community-Serving Points will vary based on the contribution made by the developer toward a BART high value ticket for each accepting employee, based on employee actual usage: <ul style="list-style-type: none">• Two points for proactively offering one \$60 BART High Value Ticket per employee• Four points for proactively offering up to two \$60 BART High Value Tickets per employee• Six points for proactively offering up to three \$60 BART High Value Tickets per employee• Eight points for proactively offering up to four \$60 BART High Value Tickets per employee

Transit-3: BART Connector Shuttle Service (publicly available)

Description	Provide a publicly available shuttle service that connects the BART station to and from other regional transit hubs, commercial centers, and/or residential neighborhoods. The shuttle service must be complimentary to existing or future transit service, and not duplicate any transit line, unless approved by BART. A typical span of service would continuously operate from 7:00 AM to 8:00 PM. Traditional morning and evening weekday peak hours are generally 7:00 AM to 9:00 AM and 4:00 PM to 6:00 PM. Specific land uses may warrant alternate schedules and should be designed in coordination with BART staff.
Points: 7 - 14	Residential, Office, and Retail/Community-Serving <ul style="list-style-type: none">• Seven Points for providing the aforementioned shuttle service at 15 minute or less headways during peak hours, and 30 minute or less headways during off-peak hours, as defined above.• Fourteen Points for providing the aforementioned shuttle service at 7.5 minute or less headways during peak hours, and 30 minute or less headways during off-peak hours, as defined above.

¹³ BART, "Tickets and Clipper," as of April 16, 2020. <https://www.bart.gov/tickets>

Transit-4: Vanpool program/contributions

Description	<p>Provide a vanpool service for employees, or fully reimburse employee membership and usage fees for a local public vanpool service.</p> <p>If independently providing a commuter vanpool service, the lessee shall purchase or lease the pool vehicles and pay for the vehicles' mileage and maintenance expenses. An independent vanpool service shall not replicate BART service.</p>
Points: 1 - 7	<p>Office and Retail/Community-Serving</p> <p>Points are scaled based on the size of the lessee's development:</p> <ul style="list-style-type: none">• Less than 100,000 square feet of occupied floor area: 1 point• 100,000 – 199,999 square feet of occupied floor area: 2 points• 200,000 – 299,999 square feet of occupied floor area: 3 points• 300,000 – 399,999 square feet of occupied floor area: 4 points• 400,000 – 499,999 square feet of occupied floor area: 5 points• 500,000 – 599,999 square feet of occupied floor area: 6 points• 700,000 square feet or greater of occupied floor area: 7 points

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Appendix B: TDM Monitoring Protocols

The following table describes the monitoring protocols for each strategy in the TDM Toolkit. Note that all references to “BART staff” within this table can apply to BART staff directly or a contracted representative of BART.

Category	Strategy	Monitoring & Reporting Requirements
Active-1	Bicycle Parking	<p>BART staff should confirm that the installed bicycle parking meets the design requirements stated above during a pre-occupancy inspection of the site.</p> <p>Once the TOD is occupied, the lessee shall include up to date photos of the bicycle parking demonstrating that the spaces are in good condition and accessible to tenants/residents upon submittal of their annual monitoring and reporting update. BART staff should conduct a site visit, at minimum every three years, to confirm that the parking meets specified standards.</p>
Active-2	Bicycle Repair Station	<p>BART staff should confirm that the installed repair station(s) meets the design requirements stated above during a pre-occupancy inspection of the site.</p> <p>Once the TOD is occupied, the lessee shall include up to date photos of the repair station(s) demonstrating that all tools are in place, properly maintained, and accessible to tenants/residents upon submittal of their annual monitoring and reporting update. BART staff should conduct a site visit, at minimum of every three years, to confirm that the repair station(s) meets specified standards.</p>
Active-3	Bicycle Maintenance Services	<p>Once the TOD is occupied, the lessee shall submit documentation of bicycle maintenance services, and any informational materials distributed to promote the services during submittal of their annual monitoring and reporting update.</p>
Active-4	Showers, Changing Facilities, and Lockers	<p>BART staff should confirm that the facilities meet the design requirements stated above during a pre-occupancy inspection of the site.</p> <p>Once the TOD is occupied, the lessee shall include up to date photos of the facilities demonstrating that the showers, changing areas, and lockers are in good condition and accessible to tenants upon submittal of their annual monitoring and reporting update. BART staff should conduct a site visit, at minimum of every three years, to confirm that the facilities meet specified standards.</p>
Active-5	Bike Valet	<p>BART staff should confirm that the facilities meet the capacity requirements stated above during a pre-occupancy inspection of the site.</p> <p>Once the TOD is occupied, the lessee shall include up to date photos of the facilities demonstrating that the monitored bicycle parking facilities are in good condition and accessible to tenants upon submittal of their annual monitoring and reporting update. The lessee shall also submit documentation of bicycle valet services, and any informational materials distributed to promote the services during submittal of their annual monitoring and reporting update.</p>

Family-1	Family TDM Amenities	<p>BART staff should confirm the installation and provision of family TDM amenities during a pre-occupancy inspection of the site.</p> <p>Once the TOD is occupied, the lessee shall include up to date photos of the amenities demonstrating that all components are properly maintained and accessible to residents upon submittal of their annual monitoring and reporting update. For cargo bicycles, the lessee should provide trip counts and travel distance per trip data in their annual monitoring and reporting update. BART staff should conduct a site visit, at minimum of every three years, to confirm that the amenities meet specified standards.</p>
Family-2	On-Site Daycare	<p>Before construction the lessee should identify the location of the childcare space, and submit documentation to BART that the local municipality has confirmed the facility will meet any applicable State and Local requirements. BART staff should confirm the constructed facility meets the specifications of approved plans during a pre-occupancy inspection of the site.</p> <p>Once the TOD is occupied, the lessee should submit a letter from the childcare service provider that includes a description of the facility's operations (days of week and hours of operation, level of enrollment, etc.) and contact information of all applicable parties upon submittal of their annual monitoring and reporting update. BART staff should conduct a site visit, at minimum of every three years, to confirm that the facility is in good condition and meets all standards specified in the project plans.</p>
Family-3	Affordable Healthy Food Retail	<p>Before construction the lessee should identify the location of the food retail space, and submit documentation to BART that the local municipality has confirmed the facility will meet any applicable State and Local requirements. BART staff should confirm the constructed facility meets the specifications of approved plans during a pre-occupancy inspection of the site.</p> <p>Once the TOD is occupied, the lessee shall submit a letter from the healthy food retailer that includes a description of the facility's operations (days of week and hours of operation, etc.) and contact information of all applicable parties upon submittal of their annual monitoring and reporting update. BART staff should conduct a site visit, at minimum of every three years, to confirm that the retailer meets specified standards.</p>
Info-1	Education, Marketing, and Outreach	<p>Once the TOD is occupied, the lessee shall submit copies of all promotional materials and welcome packets, and links to webpages distributed to employees/residents as part of their annual monitoring and reporting update. If implemented, the contact information of a TDM coordinator and invoices for a Transportation Management Platform should be included.</p>
Info-2	Multimodal Wayfinding Signage	<p>BART staff should confirm that the installed wayfinding meets the design requirements stated above during a pre-occupancy inspection of the site. Once the TOD is occupied, the lessee shall include up to date photos of the wayfinding demonstrating that all signage is in place, properly maintained, and visible to tenants/residents upon submittal of their annual monitoring and reporting update. BART staff should conduct a site visit, at minimum of every three years, to confirm that the wayfinding meets specified standards.</p>

Info-3	Real-Time Transit/ Transportation-Service Tracking Display	BART staff should confirm that the installed display(s) meets the design requirements stated above during a pre-occupancy inspection of the site. Once the TOD is occupied, the lessee shall include up to date photos of the display(s) to demonstrate that all components are in place, properly maintained, and visible to tenants/residents upon submittal of their annual monitoring and reporting update. To ensure the real-time interface is functioning properly, all outages in data display must be reported to BART staff as soon as possible, when/if they occur. BART staff should conduct a site visit, at minimum of every three years, to confirm that the display(s) meet specified standards.
MAAS-1	Shared-Bike (Scooter Or Other) Service Membership	Once the TOD is occupied, the lessee shall submit copies of invoices for bike, scooter, or other shared active mobility service memberships and any informational materials that describe available bike-/scooter-share benefits that have been provided to employees/residents during submittal of their annual monitoring and reporting update. In addition, the lessee shall submit active membership usage data with their annual monitoring and reporting update.
MAAS-2	Provide Bike Fleet, Bike Share	BART staff should confirm the provision of the shared bicycles during a pre-occupancy inspection of the site. Once the TOD is occupied, the lessee shall include up to date photos of the bicycles demonstrating that all components (Including electric assist and electric charging Infrastructure) are properly maintained and accessible to tenants/residents upon submittal of their annual monitoring and reporting update. BART staff should conduct a site visit, at minimum of every three years, to confirm that the bicycles meet specified standards.
MAAS-3	Car-Share Parking	BART staff should confirm that the number of required car-share spaces are provided during a pre-occupancy inspection of the site. Once the TOD is occupied, the lessee shall include up to date photos of the car share spaces and any accompanying signage to demonstrate that they are in good condition and accessible to tenants/residents upon submittal of their annual monitoring and reporting update. BART staff should conduct a site visit, at minimum of every three years, to confirm that the car-share parking meets specified standards.
MAAS-4	Car-Share Membership	Once the TOD is occupied, the lessee shall submit copies of invoices for car share memberships and any informational materials that describe available car share benefits that have been provided to employees/residents during submittal of their annual monitoring and reporting update. In addition, the lessee shall submit active membership usage data with their annual monitoring and reporting update.
MAAS-5	Delivery-Supportive Amenities	BART staff should confirm the installation of the delivery-supportive amenities during a pre-occupancy inspection of the site. Once the TOD is occupied, the lessee shall include up to date photos of the amenities demonstrating that all components are properly maintained and accessible to tenants/residents upon submittal of their annual monitoring and reporting update. BART staff should conduct a site visit, at minimum of every three years, to confirm that the amenities meet specified standards.

Parking-1	Unbundled Parking	The lessee should submit copies of all informational materials about unbundled parking and current parking rates as part of their annual monitoring and reporting update. In addition, the lessee shall report the count of tenant requests for parking spaces per unit per year with their annual monitoring and reporting update.
Parking-2	Daily Paid Parking	The lessee should submit copies of all informational materials about parking pricing and current rates as part of their annual monitoring and reporting update. In addition, the lessee shall provide data on parking revenue and occupancy broken out by day of week and month of year with their annual monitoring and reporting update.
Parking-3	Reduced Parking Supply	The lessee should submit data on parking provided per land use and land use scale prior to site inspection preceding an issuance of an initial certificate of occupancy.
Transit-1	Free or Subsidized Clipper Card Cash	The lessee should submit copies of invoices for transit pass contributions and any informational materials that describe available transit benefits that have been provided to employees/residents during submittal of their annual monitoring and reporting update. In addition, the lessee shall provide data on the number of active passholders, expired passes, and passes that were not initiated with their annual monitoring and reporting update.
Transit-2	High Value BART Pass Equivalent	The lessee should submit copies of invoices for transit pass contributions and any informational materials that describe available transit benefits that have been provided to employees/residents during submittal of their annual monitoring and reporting update. In addition, the lessee shall provide data on the number of active passholders, expired passes, and passes that were not initiated with their annual monitoring and reporting update.
Transit-3	BART Connector Shuttle Service (publicly available)	The lessee should submit copies of the shuttle schedule, routes, stops, contact information of the shuttle operator, and any informational materials distributed to promote the service during submittal of their annual monitoring and reporting update. In addition, the lessee shall provide boarding and alighting data per stop location, service hour, and service day with their annual monitoring and reporting update.
Transit-4	Vanpool Program	The lessee should submit copies of invoices for vanpool expenses and any informational materials distributed that describe the program during submittal of their annual monitoring and reporting update.

Appendix C: Non-Compliance Charges

From time to time a project may fail to deliver or maintain one or more TDM strategies identified in their TDM plan. The TDM coordinator should then notify BART of the failure to deliver or maintain the strategy or strategies and outline the plan for coming into compliance within 60 days.

Should the TDM coordinator *not* notify BART, BART will notify the TDM coordinator of the project's non-compliance when it becomes aware of the project's failure, and the project shall have 30 days from said notification to come into compliance or respond with a plan for coming into compliance within 30 days of the project's response to BART. Should the project not come into compliance within the applicable timeframe, or the project does not respond to BART's notification, BART shall send a follow-up notice of non-compliance stating that the cure period has terminated, and non-compliance charges will be assessed.

Because it is difficult to precisely calculate the financial impacts to BART of a project's failure to adequately implement its TDM Plan, staff has developed the non-compliance charges as a fair and reasonable approximation of the impacts to BART of non-compliance, including reduced ridership and less efficient ridership patterns resulting in a strain on station operations and other impacts. In addition to assessing charges, if a project is out of compliance for an extended period, said non-compliance will constitute a default under the lease.

The non-compliance charge shall be calculated based on the number of TDM Plan points that have not been achieved, and the initial amount of the charge as established in 2020 will be \$1,000 per point for each month after the applicable cure period that TDM plan is out of compliance. The charges will adjust annually based on the Consumer Price Index (CPI) for All Urban Consumers for San Francisco-Oakland-Hayward.

Appendix D: TOD Place Types & Parking Maximums

This map is excerpted from BART's Transit-Oriented Development Guidelines (2017). It and the table on the following page are provided to determine the parking maximums referenced in Appendix A, Strategy Parking-3.

Figure 1. BART Staff Evaluation of Transit Oriented Place Types, Parking and Density Thresholds



 Neighborhood/ Town Center	 Urban Neighborhood/ City Center	 Regional Center
Minimum Vehicle Parking		
Zero (no minimum requirement allowed)		
Maximum Residential Vehicle Parking		
1.0 spaces per unit or lower	0.5 spaces per unit or lower	0.375 spaces per unit or lower
Maximum Office Vehicle Parking		
2.5 per 1,000 square feet or lower	1.6 per 1,000 square feet or lower	0 per 1,000 square feet or lower
Shared Or Unbundled Vehicle Parking		
Allowed (neither prohibited nor required)		
Minimum Secure Bike Parking		
1 space per residential unit or higher		