

The David and Lucile Packard Foundation

September 22, 2021

Steve Golden
Senior Planner
City of Los Altos
1 North San Antonio Road
Los Altos, CA 94022

Dear Steve,

In concert with our parking proposal, you had requested that we provide you with an update on our practices under the Alternative Transportation Management Plan (ATMP) related to our building on 343 Second Street. Since our offices are currently closed, we correspondingly suspended the ATMP practices as there are very few persons in our offices. However, up until the time of our closure, we had met our obligations under the ATMP through the following dimensions:

1. Shuttle service to Caltrain stations

Until our presence at our offices was suspended due to the pandemic, the Packard Foundation employees were offered free shuttle service between the Los Altos offices and the Mountain View or San Antonio Caltrain stations. The Packard Foundation had a contract with CLS Global Transportation, a private bus operator, to provide service during business days. Four shuttle runs were made in the morning and four during the evening commute period, at approximately 30 minute intervals. Access to the service was limited to Packard employees and guests. Ridership had averaged 3 to 10 per day, and ~20 employees used the service on a regular basis.

2. Caltrain GO Pass and VTA Eco Pass Clipper Card

The Packard Foundation purchases GO Passes for all employees and VTA Eco Passes for all employees who request it. These passes are good for unlimited travel on Caltrain (GO Pass) or VTA buses and light rail (Eco Pass Clipper Card).

3. Guaranteed ride home

For those employees who commute to work using public transit, carpool, foot or bicycle, the Packard Foundation has implemented a program to provide transportation by taxi, Zipcar, or rental car in the event of an emergency or change in work schedule.

4. Lyft-to-Work

For those employees whose commute prevents them from taking advantage of our regularly scheduled shuttle service, we had provided \$260/month of Lyft credits that could be utilized between our Los Altos offices and either of the Mountain View or San Antonio Caltrain stations.

5. Secure bicycle parking

The Packard Foundation provides 3 bicycle parking racks capable of securing a minimum of 24 bicycles at building 343, and one long-term bicycle parking rack capable of securing 14 bicycles at building 300. Shower/locker room facilities are available at both Foundation offices. We do not offer any incentive to use bikes, although we did plan events during “Bike to Work” month to encourage riding a bike.

6. Encourage carpooling/ride sharing

The Packard Foundation had provided periodic resources designed to encourage employees to offer or explore ride sharing opportunities with other Foundation employees or temporary workers.

7. East Bay commuter shuttle

The Packard Foundation had engaged Enterprise to lease a shuttle for employees who commute together from the East Bay. This lease allowed a small group of employees to share their commute together. Consistent with the closure of our offices, this service has been suspended.

8. Provide car-sharing vehicles

The Packard Foundation had maintained a contract with Zipcar to locate a car at each of the two Los Altos buildings and to provide a revenue guarantee per month for each car. Due to limited use by Foundation staff and members of the community, this initiative was suspended. However, the Packard Foundation will cover the annual membership fee for Zipcar for all employees who wish to utilize these services for business purposes.

9. Telecommuting

Prior to the pandemic, the Packard Foundation had provided employees the option of telecommuting one day per week, or up to two days with their manager’s approval. This option was significantly utilized.

10. Off-site parking

We arranged for off-site parking, with a shuttle for transportation to and from the Foundation offices, when we schedule meetings that require significantly more guest parking than we can provide onsite. This off-site parking requirement for peak building usage is one reason which motivates our current proposal for additional parking.

11. ATMP monitoring plan

While only extant for the first five years of the building’s operation, under Exhibit E of the agreement, the Foundation was obliged to perform a parking audit to ensure that staff’s cars did not park in public parking or in nearby neighborhoods within 500 feet of the facility. As acknowledged in the City’s July 11, 2018, these parking audits “clearly demonstrate that the parking program approved when The David and Lucille [sic] Packard Foundation building was entitled is working well” and removed that audit obligation consistent with the broader terms of the agreement. Should the Foundation’s ATMP efforts not have been successful, the City would have required that the Foundation provide additional parking spaces at 350 South San Antonio or at other sites.

Furthermore, I would like to suggest that our current parking proposal would also meet with terms of the ATMP for reasons which include the following:

12. The ATMP contemplated additional parking

In the second paragraph of Exhibit D, the ATMP specifically enumerates a variety of “potential future strategies” which may include “provision of added parking spaces”. Therefore, the additional parking currently proposed is literally consistent with the terms of the ATMP to which the City and Foundation agreed.

13. The Primary Goal of the ATMP

In the third paragraph of Exhibit D, the ATMP itself states: “The primary goal of the ATMP is to reduce the Owner’s carbon footprint without impacting available public parking in the surrounding neighborhoods”. Our proposed parking project, and in particular the solar-assisted EV charging it enables, is contemplated to do exactly that: “reduce the Owner’s carbon footprint without impacting available public parking”.

We trust the above is responsive to your query.

Sincerely,

A handwritten signature in cursive script that reads "Craig Neyman".

Craig Neyman
Vice President & CFO