Embarcadero
CAPITAL PARTNERS LLC

MEMO

To: Zoning Administrator of the City Planning Division
330 West 20th Avenue
San Mateo, CA 94403

From: Alair Dias

Re: Trip Reduction Written Annual Compliance Letter
Clearview Business Park
3000-3155 Clearview Way, San Mateo, CA 94402

Date: April 3, 2015

INTRODUCTION

This serves as the Trip Reduction Written Annual Compliance Letter as required per the Conditions of Approval for PA #11-072, San Mateo Executive Office Park, 3000-3155 Clearview Way, Parcel #041-361-120/130 as approved by the Planning Commission on February 12, 2013 more specifically described in Condition of Approval #A1.9.

TRIP REDUCTION MANAGEMENT PROGRAMS

Provide Shuttle Service between Project Site and Transit

The existing tenants have established a shuttle program to connect San Mateo Executive Office Park to nearby transit centers of the Hillsdale Station (Caltrain & SamTrans) and the Millbrae Station (Caltrain, BART, SamTrans, other shuttles). Additional shuttle service also provides employees with a connection to the College of San Mateo ("CSM") campus, facilitating access to the fitness center, campus food options and additional off-site parking. These services are tailored to the needs of the individual tenants with the tenants providing two morning and two evening trips to the Millbrae Station. The Hillsdale Station and CSM are also served several times throughout the day. In addition, one tenant provides direct long-distance employee shuttles that pick up employees at six different locations in San Francisco.

Vanpool/Carpool Incentives

Each tenant on the campus provides a ridematching database to enable commuters to register to be matched up with other commuters with similar commutes to facilitate carpooling and vanpooling among employees of the project site. Carpoolers are given the incentive of an onsite parking pass.

Information on existing carpool matching programs such as 511.org and those that already exist will continue to be provided to employees.

Access to the CSM Fitness Center

CSM, connected to the project site by a pedestrian path and the weekday shuttle service, hosts an existing fitness center with showers and changing facilities. The tenants have partnered with the College to enable employees to fit a workout into their workday, reducing the need for a car at the end of the day.

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Onsite Shower/Locker Facilities

To make it easier for employees to commute by bike and on foot, all existing tenants have showers and lockers within their buildings. The Applicant will provide shower and changing facilities as well as locker rooms within the new building as well.

Secure Bicycle Parking

As described in the Trip Reduction Plan by Nelson Nygaard dated January 8, 2013 the City Municipal Code (27.64.262) requires at least 19 short-term and an additional 37 long- term bicycle parking spaces within the project be built for an office park development of this size, with its associated required vehicle parking stalls. The San Mateo Executive Office Park has a total of 74 bicycle lockers available for all tenants to use. This provides secure parking for those which choose to bicycle to work. Select commuter shuttle buses are fitted with a bicycle rack so those using BART or Caltrain can combine their transportation options. Approximately once a month on site Bicycle Repair service is provided as a convenience service available for individuals to utilize.

Onsite Transportation Coordinator (Part-Time)

The onsite property manager serves as the Transportation Coordinator who works with each tenant's Trip Reduction Coordinator ("TRC"). This TRC is responsible for maintaining the Trip Reduction Management ("TRM") Program, including providing new employees with a welcome package about transportation, updating the transportation information board/kiosk, monitoring bicycle parking usage.

Onsite Transportation Information Board/Kiosk

In each building's lobby there are transportation option flyers located at the reception desk. An alternative transportation options with up-to-date information on transit, ridesharing, carsharing, bicycling and other alternative transportation is provided.

Lunch/Sandwich Service Onsite and at CSM

A food-truck program for lunches has been established. Service is at least once a week but likely a minimum of 3 days per week serving roughly 70 meals per day. In addition, the tenants have cafeterias within their buildings. The employees also have the option to walk up or take the shuttle to the College Cafeteria for lunch.

RAR2-Clearview Business Park Owner, LLC

By: RREEF Management Company,

a Delaware corporation

c/o Embarcadero Realty Services LP

By: Alan A Dias

Name: Alair Dias

Its: Property Manager