



OFFICE OF THE PRESIDENT

Originally signed: June 2014

Updated: July 2017

Agnes Scott College is committed to reducing its carbon footprint in an effort to reach climate neutrality for the college. As part of our commitment, the college's Comprehensive Transportation Management Plan complements local transportation standards within the City of Decatur's Community Transportation Plan and incorporates other regional programs for commuters. The college's Comprehensive Transportation Management Plan provides a framework and assistance for transportation management on and around Agnes Scott College's Campus. It is comprised of various programs to support alternative forms of transportation, including but not limited to: carpooling, MARTA passes, and bike shares for all employees and students. To ensure the widespread reach of the aspects of the plan throughout the college community, the college is committed to:

- Making the Comprehensive Transportation Management Plan accessible to employees, students, and the city of Decatur.
- Reaching all Agnes Scott employees by making the plan available online and through the Agnes Scott Office of Human Resources and providing all new employees a copy of the Comprehensive Transportation Management Plan in their Human Resources packet upon hiring.
- Reevaluating the Comprehensive Transportation Management Plan each time a building is renovated to LEED standards, or every five years, to address new transportation trends.

The Agnes Scott College Comprehensive Transportation Management Plan has been in effect since August 2014. It was updated in July 2017 during the LEED certification for the Rebekah Hall renovation.

This letter provides the documentation of the college's leadership commitment both to climate neutrality and transportation management.

Elizabeth Kiss  
President

John Hegman  
Vice President, Business and Finance



**Agnes Scott College  
Comprehensive Transportation Management Plan  
August 2014  
Updated July 2017**

**Comprehensive Transportation Management Plan Purpose:**

Agnes Scott is committed to reducing its carbon footprint, and the college is aware that having a transportation plan and using alternate transportation can help that effort. Agnes Scott offers discounts and benefits through several programs to allow our students, faculty, and staff to take full advantage of the great transportation options in the area. We also have access to other programs as a participant in the Atlanta region's Georgia Commute Options (GCO) program (formerly known as the Clean Air Campaign). In fact, Agnes Scott was the recipient of the Clean Air Campaign's PACE award in 2012, recognized as one of the top performing alternative transportation locations in the region. The college was awarded the PACE Award for the "Best Overall Program" in the Mid-Sized Employer category. This recognition for the college was a result of our partnership with the GCO, which highlighted the No-Idling Policy on campus (appendix II), the availability of Zipcars and bikes, as well as the number of Commuter Champions at Agnes Scott over the years (see Commuter Champion description below). The PACE Awards are given to employers who demonstrate the best use of available resources to creatively influence employees to use commute options.

**Elements of Plan:**

- 1. Georgia Commute Options (includes staff & faculty benefit program for walking, biking & carpooling)**
- 2. Fuel Efficient Vehicle (FEV) Preferred Parking Program**
- 3. No Idling Policy**
- 4. Public Transportation**
- 5. Car Share**
- 6. Bicycle Lending**
- 7. Electric vehicle charging station**
- 8. PATH trail**

**1. Georgia Commute Options**

Agnes Scott facilitates the use of carpooling, walking and biking through the Georgia Commute Options (GCO) program. The GCO is an organization working with the Georgia Department of

Transportation (GDOT) to promote common sense solutions to commuting. The GCO works under contract with Georgia DOT to deploy a suite of cost-effective demand management programs and services to Georgia employers, commuters and schools. Agnes Scott signed on as a GCO partner in 2007 and we renew our partnership annually.

**i. Carpooling**

Agnes Scott's carpooling program provides reduced parking passes and preferred parking for carpoolers. Employees who use carpools to commute to Agnes Scott are eligible for a reduced parking pass. For a reduced pass employees must apply through the campus GCO representative, Amanda Garlin. Once approved, the parking pass rate is half off the normal rate. Currently the carpool rate is \$50/year compared to the regular pass, which is \$100/year. All carpoolers can also register with the GCO so they are also eligible for GCO cash prizes and awards (see iii for further details). In addition, the GCO provides the two programs described below (ii and iv) to Agnes Scott to help encourage carpooling, biking and walking.

**ii. RideShare Program**

The GCO has created a cluster map for Agnes Scott employees to more easily find carpool partners in their area. An Agnes Scott College staff member, Amanda Garlin (agarlin@agnesscott.edu), serves as a GCO representative and also assists in helping employees find a carpool.

**iii. Commuter Benefits**

When employees register and regularly log commutes they are eligible for prizes from GCO's incentives program. Gimme Five is the first program where if they commute in any option other than single driver they can earn \$5 each day for every clean commute logged for up to \$150 during the assigned 90-day period. Additionally, each time an employee logs a carpool, transit (bus or train), telework, compressed workweek day, bike, or walk trip, they are entered into a monthly random drawing to win a \$25 gift card. If employees are in a carpool with three or more riders then they can earn monthly gas cards for 12 months with-in a 3-year period. Carpools with at least three people can earn a \$40 gas card each month while carpools with four or more people can earn a \$60 gas card each month. Finally if employees participate in a vanpool, and they recruit a new vanpool rider, after the new rider has completed three consecutive months they are eligible to receive \$50.

**iv. Commuter Champions**

Champions are individuals that consistently log their alternative commute, and have reached the 25K milestone by keeping 25,000 pounds of pollution out of our air. The GCO campaign comes to campus to celebrate each champion, providing them with a certificate and an event in their honor.

**2. Fuel Efficient Vehicle (FEV) Preferred Parking Program**

Agnes Scott's FEV Preferred Parking Program allows fuel-efficient vehicles to park in special designated spaces. For students, faculty, and staff with a fuel-efficient vehicle, a discount-priced Fuel Efficient Vehicle Parking Pass is available for fuel-efficient vehicles (FEVs) as defined below. A Fuel Efficient Vehicle Parking Pass has the same regulations as a parking pass.

## What is a Fuel Efficient Vehicle?

Vehicles qualified under the definitions and guidelines set forth by the California Air Resources Board (ARB) and the American Council for the Energy Efficient Economy (ACEEE) are recognized by the U.S. Green Building Council (USGBC) as fuel efficient vehicles and will be issued a discounted semester parking pass after approval by the Office of Public Safety.

In order for a vehicle to qualify as Fuel Efficient/ Low Mileage/ Alternative Fuel Vehicle, the vehicle must be recognized by the USGBC. The two sources for vehicles that qualify are the USGBC LEED vehicles list and the ACEEE list. The vehicles that qualify are listed annually and the list is updated and changed periodically. These lists will be available when the college provides student, faculty and staff with the notice of parking pass purchase periods.

- To see if a vehicle qualifies as a fuel efficient vehicle the owner will be directed to:  
<http://www.greencars.org/news/list-leed-qualified-cars>
- In order to park in these designated spaces the owner's vehicle must be on the list and the owner must apply for the special parking pass.
- If the parking pass holder drives a secondary vehicle that is not on the list, she/he may not use the special pass and park in the fuel efficient space that day. They will have to park in regularly permitted parking.
- Please note that parking in the fuel efficient spaces is based on a first come first served basis and there is no guarantee of a preferred space.
- All faculty, staff and students who drive fuel efficient vehicles that qualify to participate in this program are encouraged to apply for the special pass and help support Agnes Scott College's sustainability programs.
- For further details on the Agnes Scott Fuel- Efficient Vehicle Parking Program please see appendix I.

## Locations of Fuel-Efficient Vehicle Parking

Fuel Efficient Vehicle parking spots are located in the main parking deck on South McDonough Street and are marked with clear signage.

## Cost of Fuel Efficient Vehicle Parking Pass

The cost for a Fuel Efficient Vehicle Semester Parking Pass is 20% below the normal cost of a Parking Pass.

Students, faculty, and staff will pay for the pass at the Office of Public Safety. Upon payment and registration Public Safety will issue a Fuel Efficient Vehicle Parking Pass. Here are the current parking pass prices (2017-2018 school year)

Parking Pass Prices		
	<i>Students</i>	<i>Faculty &amp; Staff</i>
<b>FEV Single Semester Parking Pass</b>	\$44	\$44
<b>FEV Yearlong Parking Pass</b>	\$80	\$80
<b>Single Semester Parking Pass</b>	\$60	\$60
<b>Yearlong Parking Pass</b>	\$100	\$100

## Additional Fuel Efficient Vehicle Parking Pass Rules

- A Fuel Efficient Vehicle Semester Parking Pass is valid only for the term issued, and must be

renewed each term.

- A Fuel Efficient Vehicle Parking Pass is valid only for the vehicle listed in the application.
- The Fuel Efficient Vehicle Parking Pass must be visibly and prominently displayed for traffic enforcement personnel viewing. It may be hung from the rear-view mirror, or placed on a front or back windshield.
- The Fuel Efficient Vehicle Semester Parking Pass is **not valid** for Disabled Parking spaces unless a Disabled Placard/License Plate/Pass is also displayed.
- Fuel Efficient Vehicle Parking Pass may **not** be transferred or lent to another person.

### **Parking Violations**

A parking citation will be issued to violators of Agnes Scott College parking regulations. Parking regulations are enforced by Agnes Scott College Office of Public Safety. Questions or concerns about parking at Agnes Scott College should be directed to Public Safety at (404)471-6355.

### **3. No Idling Policy**

Agnes Scott College developed this policy as a GCO partner organization. This is a part of our commitment to implement all GCO programs available to institution or business members in metro Atlanta. In the areas where signs are posted, each driver will be responsible for ensuring their vehicle does not idle unnecessarily. Vehicles should be turned off when parked and should not be restarted until loading or unloading is complete and the vehicle is ready to depart. Exemptions may include trailer engines used for the sole purpose of controlling freight temperature, as well as safety and emergency vehicles, and electric vehicles. Vehicles will be monitored for compliance, and all employees and students are encouraged to ensure full implementation of this policy.

For further details on the No Idling Policy please see appendix II.

### **4. Public Transportation Incentive and Options**

Agnes Scott supports public transportation in the Metro Atlanta area and encourages faculty, staff and students to take advantage of public transit to access Agnes Scott's campus and the surrounding area.

#### **i. Emory's Cliff Bus System**

The Emory Cliff Bus system is free and transports riders throughout the Emory Campus and surrounding areas. The fleet is 100% alternatively fueled, fully accessible, and equipped with bicycle racks. The Emory Cliff Bus System is free for all Agnes Scott users.

#### **ii. Metro Atlanta Rapid Transit Authority (MARTA)**

The Metropolitan Atlanta Rapid Transit Authority (MARTA) is the principal rapid-transit system in the Atlanta metropolitan area. MARTA offers a monthly pass (the U-Pass) for students, faculty/staff of local colleges and universities at a reduced rate. These passes are sold at the college Post Office (located in the Alston Campus Center). Agnes Scott sells the passes at an additional reduced rate from MARTA. As of summer 2017, passes sold by MARTA are \$68.50 per month for students and \$83.80 per month for faculty and staff. Agnes Scott sells the passes for \$60 per month for students and \$70 per month for faculty

and staff. The U-Pass is good for unlimited trips on MARTA trains and buses all day and every day of the week for the calendar month (first day of the month to the last day of the month.)

### **MARTA Rail lines**

MARTA runs 4 rail lines covering 48 miles of rail lines and serving 38 stations in Metro Atlanta. The closest rail station to Agnes Scott is the Decatur station on Church Street, a ½ mile walk from campus. The Decatur station is on the blue line which connects 15 stations including MARTA's Five Points station which offers:

- i. Connecting train service to the entire MARTA rail system including the blue, green, red and gold lines. Connecting train services extend to Hartsfield-Jackson Atlanta International Airport,
- ii. The Cobb Community Transit (CCT) Bus, serving Cobb County and downtown Atlanta. The CCT bus is accessible via the Arts Center station, Midtown station, North Avenue station, Civic Center station, Five Points station, and the H.E. Holmes station.

### **MARTA Bus**

MARTA runs hundreds of buses over 91 routes covering over one thousand route-miles of Metro Atlanta. Bus times vary on individual routes. Agnes Scott is served by MARTA routes #15 and #123. The #15 has 3 stops on Candler Rd. on the east side of campus in the North bound direction and 1 stop on East College Ave. and 2 stops on Candler Rd. in the Northeast and South bound directions respectively. Route #123 services the west side of campus with 2 stops on South McDonough St. in the South bound direction and 3 stops on South McDonough St. in the North bound direction. Customers are allowed to bring bikes on buses that are equipped with a bike rack. All buses are equipped for wheelchair access including wheelchair lifts or kneeling capabilities.

## **5. Car share program**

The college negotiated with Zipcar to locate one car share on the campus in 2008 and worked with the company to add a second car in 2011 and two more cars in 2016. Zipcar is a US membership-based car sharing company providing automobile reservations to its members, billable by the hour or day. Insurance and gas are included in the hourly/daily rate. As a partner with Zipcar, the college offers membership at a reduced rate.

## **6. Bicycle Lending Program: Purple Bikes**

Agnes Scott's Purple Bike Program is a bike-lending program for students, faculty and staff. Bikes are available for no charge through a check out system in Agnes Scott's McCain Library. This program was enhanced during the 2016-2017 school year and has seen the greatest use since the program began.

## **7. Electric vehicle charging station**

The college has two Georgia Power electric vehicle charging stations, four charging plugs/lines for three reserved spaces for charging located in the Presser parking lot. The larger charging unit- the

dual-standard 50 kW DC Fast charger- is for fast charging your electric vehicle, while the smaller unit-the ChargePoint Pedestal-is for normal/standard charging. The dual-standard charger charges \$0.25 per minute and the ChargePoint Pedestal has a deal where you pay \$1.00 per hour for the first three hours and \$6.00 an hour (\$0.10 a minute) thereafter. The dual-standard also has different ports/connectors, like the Combo charger for different types of EV's over the ChargePoint Pedestal that has the standard CHAdeMO chargers. Both require a ChargePoint Card for use, which is available at [georgiapower.chargepoint.com](http://georgiapower.chargepoint.com).

To encourage staff EV vehicle use, the college has an incentive for Agnes Scott employees to use the charging stations for a reduced price. The number of staff with electric vehicles has increased since the EV chargers were installed.

### **8. PATH Trail**

The PATH Trail is a network of off-road trails in and around Atlanta for walkers, runners, cyclists and skaters. It is a series of scenic greenways to preserve the region's forested character and offer opportunities for families to enjoy nature together as well as a way to connect neighborhoods to each other, to get people out of their cars, to encourage healthier lifestyles and to improve our quality of life. The PATH trail begins at Piedmont Avenue in downtown Atlanta and ends at the loop around Stone Mountain. The nineteen mile-long trail connects downtown Atlanta to the Martin Luther King Historic site, the Carter Center, Fernbank History Center, downtown Decatur, Stone Mountain Village, and Stone Mountain Memorial Park. The trail ends at the loop road around Stone Mountain affording travelers access to all Stone Mountain Park venues. Agnes Scott is accessible via the PATH walk/bike trail, which runs from Atlanta to Stone Mountain, passing through Decatur. Therefore, PATH users from the college can easily access all the sites outlined above.

## **Agnes Scott College**

### **Fuel-Efficient Vehicle Preferred Parking Program**

The program allows fuel-efficient vehicles to park in special designated spaces. For students, faculty, and staff with a fuel-efficient vehicle, a discount-priced Fuel Efficient Vehicle Parking Pass is available for certain fuel-efficient vehicles (FEVs). A Fuel Efficient Vehicle Parking Pass replaces and has the same regulations as a parking pass.

#### **What is a Fuel-Efficient Vehicle?**

Vehicles qualified under the definitions and guidelines set forth by the California Air Resources Board (ARB) and the American Council for the Energy Efficient Economy (ACEEE) and recognized by the U.S. Green Building Council (USGBC) will be issued a discounted semester parking pass after approval by the Office of Public Safety.

In order for a vehicle to qualify as Fuel Efficient/ Low Mileage/ Alternative Fuel Vehicle, the vehicle must be recognized by the USGBC. The two sources for vehicles that qualify are the USGBC LEED vehicles list and the ACEEE. The vehicles that qualify are listed annually and the list is updated and changed periodically.

- To see if your vehicle qualifies as a fuel efficient vehicle please visit <http://www.greencars.org/news/list-leed-qualified-cars>
- In order to park in these spaces your vehicle must be on the list.
- If you drive a secondary vehicle that is not on the list you may not use your supplementary pass with it and park in the fuel-efficient space that day.
- If your vehicle does qualify, please bring your vehicle registration to parking services and you will be issued a supplementary pass that will allow you to park in any of the spaces listed below.
- Please note that parking in the fuel-efficient spaces is based on a first come first serve basis and there is no guarantee of a preferred space.
- We encourage everyone who drives a fuel-efficient vehicle that qualifies to participate in this program and help support Agnes Scott College's green initiatives and sustainability programs.

#### **Student Parking with a Fuel Efficient Vehicle Parking Pass**

A valid Fuel Efficient Vehicle Parking Pass allows a student to park in one parking space, except restricted spaces. A Fuel Efficient Vehicle Parking Pass has the same regulations as a full-priced parking pass.

#### **Locations of Fuel-Efficient Vehicle Parking**



## Appendix I

Locations include the first two parking spaces by the main entrance in the parking deck's ground floor. Parking Deck is located off South McDonough Street across the street from Rebekah Scott and Presser Hall.

### **Application Process**

Students who wish to obtain a Fuel Efficient Vehicle Semester Parking Pass must contact the Office of Public Safety and fill out an application form listing the vehicle that qualifies for the discount and the Fuel Efficient Vehicle Parking Pass. The application will be signed under penalty of perjury and submitted to the Office of Public Safety.

Upon review and confirmation that the vehicle does qualify as a fuel-efficient vehicle, the Office of Public Safety will approve a Fuel Efficient Vehicle Parking Pass.

### **Cost of Fuel Efficient Vehicle Parking Pass**

The cost for a Fuel Efficient Vehicle Semester Parking Pass is 20% below the normal cost of a Parking Pass.

The student shall pay for the pass at the Office of Public Safety. Upon payment and registration Public Safety will issue a Fuel Efficient Vehicle Parking Pass.

### **Purchase a Fuel Efficient Vehicle Parking Pass**

A Fuel Efficient Vehicle Parking Pass may be purchased (non-refundable) purchased at the Office of Public Safety. A Fuel Efficient Vehicle Parking Pass is valid for the term purchased.

Here are the current 2017 prices:

- Fall and Spring Semesters:  
\$ 44 Per fuel-efficient vehicle
- Year Term:  
\$ 80 Per fuel-efficient vehicle

### **Additional Fuel Efficient Vehicle Parking Pass Rules**

- A Fuel Efficient Vehicle Semester Parking Pass is valid only for the term issued, and must be renewed each term.
- A Fuel Efficient Vehicle Parking Pass is valid only for the vehicle listed in the application.
- The Fuel Efficient Vehicle Parking Pass must be visibly and prominently displayed for traffic enforcement personnel viewing - it should be hung from the rear-view mirror.

## Appendix I

- The Fuel Efficient Vehicle Semester Parking Pass is:  
    **Not valid** for Disabled Parking stalls unless a Disabled Placard/License Plate/Pass is also displayed  
Fuel Efficient Vehicle Semester Parking Pass may **not** be transferred or lent to another person.

### **Parking Violations**

A parking citation will be issued to violators of Agnes Scott College parking regulations.

Agnes Scott College Office of Public Safety enforces parking regulations. Questions or concerns about parking at Agnes Scott College should be directed to Public Safety at (404) 471-6355.

## Appendix II

### **AGNES SCOTT COLLEGE – No Idling Policy**

#### **Purpose**

To provide operating guidelines for all service or delivery vehicles, including freight carriers, to follow while operating on Agnes Scott College property

To post “No Idle Zone” signs in designated delivery areas (Facilities loading dock, Evans loading dock, and Alston loading dock)

#### **Benefits**

This policy will provide the following benefits for the college and for the metro Atlanta region:

- Protect the health of our workforce and visitors from harmful emissions
  
- Improve air quality on campus and in the region
  
- Reduce wasted fuel

#### **Policy**

In the three areas where signs are posted, each driver will be responsible for ensuring their vehicle does not idle unnecessarily. Vehicles should be turned off when parked and should not be restarted until loading or unloading is complete and the vehicle is ready to depart.

Exemptions may include trailer engines used for the sole purpose of controlling freight temperature, as well as safety and emergency vehicles, and electric vehicles.

Vehicles will be monitored for compliance, and all employees are encouraged to ensure full implementation of this policy.

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**Agnes Scott College has partnered with Georgia Commuter Options (GCO) (formally known as the Clean Air Campaign) to develop this policy as a GCO partner organization. This is a part of our commitment to implement all GCO programs available to institution or business members in metro Atlanta.**

**APPROVED: December 2009**

**UPDATED: July 2017**