

## APPENDIX 1: PROPERTY MANAGER SURVEY

### Background Information

Building Name

### Building Address

Street:

City/Town:

Zip code:

### Building Manager

Company:

Contact  
Person:

Title:

Phone:

Email:

Total Gross Floor Area of the Building (square feet):

Current building occupancy (percent):

What is the area breakdown of the building in square footage?

Lab:

Office:

Other uses  
(specify):

Empty:

What is the breakdown of the building by number of employees?

Lab:

Office:

Other uses  
(specify):

### Parking Information

How many parking spaces are provided for tenants/employees?

Surface Lot:

Garage:

Bicycle Parking:

Electric Vehicle Parking:

Loading Zones:

Off-site Parking:

Other (specify):

Are there noticeable peak hours when the parking lots are at their fullest?

- Yes
- No
- Unsure

What are these hours?

How full can the parking lots get on a typical day?

- Less than 10% full
- 10% – 20% full
- 20% – 50% full
- 50 – 75% full
- 75% – 90% full
- Over 90% full

Which day(s) of the work week are the busiest when it comes to parking? Select all that apply.

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday

Does parking utilization vary based on the time of year? If so, please explain the patterns that you have noticed.

Is parking shared among multiple tenants?

- No
- Yes

Please provide more details about how parking is allocated to the different tenants.

Is onsite parking ever available to the public?

- No
- Yes

Please provide more details about the public access to onsite parking.

**Non-Driving Modes**

What non-vehicle modes of transportation are available within a half-mile of the building site? Select all that apply.

- Walking paths/walkable streets
- Bike lanes
- Bus stop
- MBTA subway (Red, Green, Orange, Blue, Silver lines) stop
- Commuter rail and/or ferry stop
- Other (please specify):

Which MBTA subway line(s) are accessible? Select all that apply.

- Red line
- Orange line
- Green line
- Blue line
- Silver line

Are there any transportation demand management (TDM) strategies in place?

- No
- Yes

What TDM strategies are in place at this location? (Select all that apply).

- Shuttle service
- Transit subsidy
- Bikeshare subsidy
- Membership in a Transportation Management Association (TMA)
- Onsite TDM coordinator
- Parking fees
- Bike parking spaces
- Carpool program
- Electric vehicle charging stations
- Other (please specify):

Please explain how these strategies have impacted parking at the site, if at all.

How well have the loading zones worked for tenants at your site?

- Not well at all- there have been many issues.
- Moderately well- there have been a few issues.
- Very well- there have been practically no issues.

Please elaborate on the effectiveness of loading zones at your site.

Is there anything else you would like us to be aware of about parking at your site?