



COMMUTER SERVICES
OF PENNSYLVANIA

SMARTER WAYS TO COMMUTE TO WORK



Transit • Carpool • Vanpool • Bike • Walk • Telework

WHAT IS COMMUTER SERVICES?

Commuter Services is an initiative established to reduce traffic congestion and improve air quality throughout our region by providing commute options to the single occupancy vehicle. We are staffed with Transportation Demand Management professionals and funded by Congestion Mitigation & Air Quality funding from the federal government.

What is in it for Employers?

Employers now recognize how the commute to work can create effects, both negative and positive, to the job performance of their employees. Those employers who take the next step to create positive commute experiences will reap the financial benefits to the bottom line of doing business.

Employees who arrive at work with a stress free attitude are more productive and willing to become engaged in going the extra mile for their employer. When challenging commutes such as traffic congestion, tolls, and endless wait times at traffic lights negatively impact employees by adding stress and expense to their daily travels employers see decreases in productivity levels, overall attitude, and job satisfaction.

We are here to help employers with FREE services that aid their employees in the search for a better commute and therefore a longer, more productive tenure with their place of business.



What is in it for Commuters?

Saving money. Try the commute calculator on our website and see how much you spend now. You could cut it in half by carpooling with just one other person. Educate yourself on riding transit, taking the train, or consider seeing if a vanpool is an option. Learn more about walking, bicycling or telecommuting for work. We also offer a FREE Emergency Ride Home program for those that use a green commute mode more than two times a week.



How do I get help?

Call us at 1-866-579-RIDE (7433) or visit PaCommuterServices.org. Commuters can enroll in the confidential ridematch program and see potential matches right away!

Who runs this program?

Your regional transit agencies, county planning organizations and chambers of commerce developed Commuter Services and sit on our board, the Susquehanna Regional Transportation Partnership.



EMPLOYER SERVICES

Employee Commute Analysis

The first step in providing effective commuter assistance options to your employees is determining their current commuting behaviors. Commuter Services will provide free employee commute analysis, including mapping that shows potential carpool and vanpool formations and recommendations for transit options when available.

On-site Transportation Events

Commuter Services will customize outreach events and transportation promotions at your worksite. We offer a wide range of services from small presentations to full scale transportation day events and commuter assistance programs to meet the individual needs of your employees. Transit information, carpool matching and vanpool formation are just a few of the services our Employer Outreach Managers can provide when you host an event on-site. Commuter Services will give you the promotional tools to make your transportation program a success!

Commuter Tax Incentive Programs

Employees and employers alike can take advantage of tax incentives available to commuters who vanpool or ride transit. Commuter Services will analyze the commute habits of your employees and tell you which incentives can be utilized and what additional services you can offer to save even more money on daily commute costs.

Parking and Work Hour Management

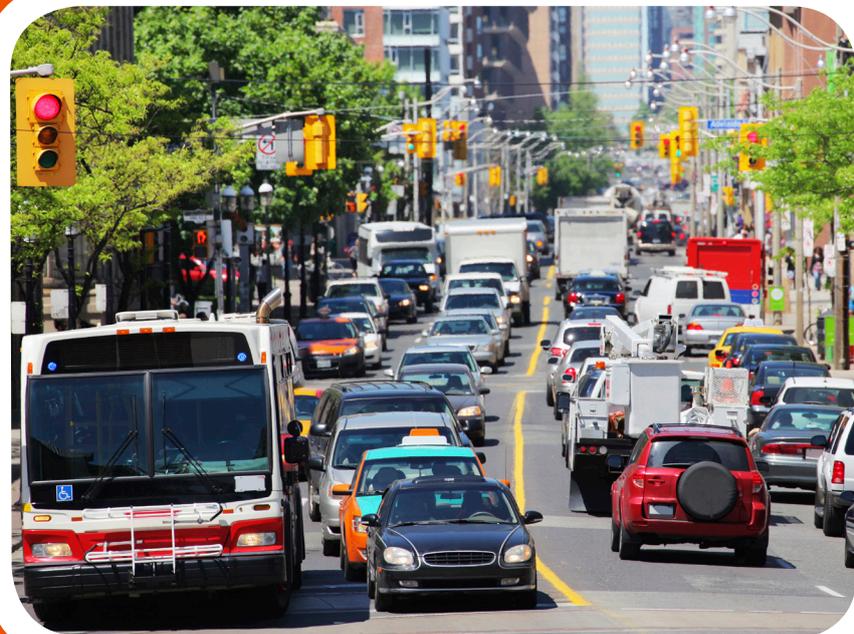
The successful growth of the local economy in our region brings a frustrating side effect – parking problems. Commuter Services will evaluate your parking situation and offer suggestions to lessen the expense. Employers can encourage ridesharing by offering preferential parking to carpoolers and vanpoolers.

In addition to parking issues on site, your employees may also battle the peak of traffic during the morning and evening rush hours. Commuting delays are associated with these congested periods and result in thousands of dollars of lost productivity. Commuter Services will show you how to use flexible work hours, compressed work weeks and staggered start times to reduce the amount of time people waste sitting in traffic. These flexible time arrangements allow employees and managers to structure their core working hours outside of the standard 8am-5pm schedule; thus maximizing productivity and improving recruitment.

Teleworking

Technology now makes it easier for some employees to perform the duties of their job from home – reducing the need for a daily commute to the office. Teleworking can help improve productivity, reduce costs, minimize space requirements, and enhance employee morale. Whether your firm is establishing a formal or informal telework program, Commuter Services can provide you with the knowledge and expertise to make the transition simple and efficient.

Employers may not realize how much influence they have on the commuting habits of their employees. Commuter Services will provide free assistance in tailoring a program to the needs of your company. We come to your work site, listen to your needs, and help you structure a program that works best to get your employees out of their single occupancy vehicle and into a more cost efficient mode of transportation.



COMMUTER SERVICES



Carpool and Vanpool Programs

Carpools and vanpools are great ways for employees to travel to and from work. A carpool is a group of two or more people typically sharing a ride in a personal vehicle. A vanpool can be formed when seven to 15 people catch a ride together utilizing a passenger van. A vanpool might be individually owned, employer-provided, or even leased through a third-party vanpool provider. When employees form carpools or vanpools, they are more likely to arrive at work on time, experience less stress from the commute, and become more productive during their time on the job. Ridesharing can also build stronger relationships and improve communications among co-workers who ride together. The decision to join a carpool or vanpool also helps to decrease traffic congestion, reduce wear and tear on our roads, and improve the environment by reducing air pollution from vehicle emissions.

Employees can immediately cut their commute costs up to 50% by sharing the ride in a carpool, when they divide the cost of fuel or alternate days for driving. Individuals who rideshare can save money by decreasing their overall gasoline consumption, reducing maintenance costs on their vehicle, and lowering their parking fees and tolls. Employers may also find financial advantages from supporting rideshare efforts, by reducing their investments in expensive parking infrastructure costs or reducing their payroll tax burden, by supporting pre-tax vanpool payments.

Commuter Services can help employees form a carpool and/or vanpool with others who have similar commuting patterns, through our ridematching services. These and other offerings are all provided at no cost to employees or to an employer.

Transit Information Services

Transit offers a reliable mode of transportation at a very economical cost. Commuters who currently drive to work can switch to riding transit one or more days per week, as an easy way to save money on their daily commute and lower maintenance costs on their vehicles. Employees who ride transit can use their commute time to prepare for the upcoming work day, read, relax or catch up on personal emails! Employers can support employees' use of transit by making transit passes available for purchase at the worksite; offering pre-tax benefits; or coordinating with the transit agencies to assure bus stops are convenient to the worksite. Employers may find transit benefits to be an added tool to attract talent to their employee base, and may enlarge their available search area for qualified prospects. Several transit agencies serve this region of Pennsylvania, and a simple call to Commuter Services can provide you with valuable information about our local transit options.

COMMUTER SERVICES

Walking and Bicycling

Walking and bicycling are great options that can significantly reduce employees' commuting costs while offering an opportunity for regular exercise. Both help to reduce automobile traffic, while at the same time providing an added air-quality benefit from reduced vehicle emissions.

Employers can encourage bicycling and/or walking to work by offering convenient bike racks, lockers, and/or shower facilities. Commuter Services has free programs available to help employees to try bicycling or walking.

Emergency Ride Home Program

Commuters who 'give up their car' to share the ride, use transit, bicycle or walk to work often have a common concern: "What happens if I have an emergency and need to leave work immediately?" The Emergency Ride Home program addresses this concern, by reimbursing employees to get home in a pinch. In the event of a qualified personal or family emergency, or if an employee is required to work unscheduled overtime, commuters who carpool, vanpool, take transit, bike or walk to work at least two times per week are eligible for our FREE Emergency Ride Home program. Commuter Services will reimburse commuters for a ride home (whether by taxi, transit, car rental, or even paying for mileage if a co-worker drives you home), up to six times per year up to \$100 per ride.

Online Ridematching

Commuter Services uses customized software to work with commuters who live and work in our community, and who are trying to find a carpool or vanpool arrangement. Employees can access this software online to locate potential rideshare partners instantly. We geographically match commuters' starting and ending locations with the commuters' work hours, to help form convenient, workable carpool and vanpool arrangements among people with the same travel needs. When the system finds a potential match, we send commuters secure information about their carpool or vanpool partners. The final decision to form a rideshare arrangement is fully up to the participant(s) and is not determined by Commuter Services.



WHAT WE DO FOR EMPLOYERS

We offer ways to:

- Recruit and retain workers
- Enhance your labor pool
- Save on payroll taxes
- Reduce parking costs and/or spaces
- Get employees to work on time
- Improve attendance
- Raise productivity levels
- Boost employee morale
- Achieve environmental benefits

Some options that we can tailor to make a difference include:

- Carpooling & Vanpooling
- Transit promotion; RideECO
- Emergency Ride Home program
- Preferential parking
- Biking & walking
- Teleworking
- Scheduling, including flextime, staggered shifts and compressed work weeks
- Payroll tax savings
- Promotional & educational activities

Tax Savings & Benefits

You can reduce your payroll taxes. Section 132(f) of the Federal tax code allows employers to offer pre-tax purchases per month per employee for qualified transit and vanpooling or parking benefits. Commuter Services can show you how this works and give you the current rates. Pennsylvania Act 279 of 1982 excludes carpool and vanpool participants from the Workers Compensation Act (except for the driver of a company-owned or -leased vehicle), and from overtime and minimum wage laws. It exempts carpools/vanpools from motor carrier laws.

Emergency Ride Home

We can enroll you and your employees into the free program that gives commuters who use more efficient modes of transportation a ride home in case of urgent need. The ERH program breaks down a major barrier to using modes such as transit and carpooling by providing reassurance that a back-up plan is always available to the commuter.



We offer information about Commuter Services in both English and Spanish.



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phone: 1.866.579.RIDE
fax: 717.718.0020
www.PaCommuterServices.org

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