

FREE BUS PASS

A free bus pass is offered to all Capitol Mall area state employees through an agreement between Salem-Keizer Transit and the Oregon Dept. of Administrative Services, State Parking & Commuting Program. State Parking & Commuting is directed by law to use parking revenue for programs that reduce traffic and parking demand, improve air quality and minimize energy waste. Providing free bus passes for state employees is one way we encourage employees to leave their cars at home.

How to Qualify

State employees, interns, contract temporary employees, and volunteers who work within the Capitol Mall area are eligible for this program. The Capitol Mall area boundaries are: Church Street on the west, D Street on the north, Mill Street on the south, and 13th Street on the east. Applications may be picked up from your Employee Transportation Coordinator, the State Parking & Commuting office or web site.

Annual Pass - Employees paid through the Oregon payroll system (including seasonal, temporary and legislative session employees) may apply for an annual pass. Passes are renewed for each year with a new sticker.

Monthly Pass - Interns, contract temporary employees (i.e., St. Vincent de Paul, Goodwill, etc.) and volunteers who are scheduled to work for at least one month are eligible for a monthly bus pass.

Program Benefits

- Free annual or monthly bus pass
- Emergency ride home - State Parking & Commuting will reimburse you for your taxi ride home or to the place of emergency if you or a family member has an illness or severe crisis that requires you to leave work immediately. Obtain a receipt from the taxi company, have your supervisor approve it and send it to the State Parking & Commuting office for reimbursement of taxi fare within the Salem-Keizer Transit district boundaries. Cherriots Rideshare office offers an emergency ride home to a wider geographic area through many state agencies. Check with the Rideshare office for details at 503 371-7665 or outside Salem (888) 323-7665.
- The free bus pass may be used any time, day or route and as often or as little as you want.
- You may apply for a free bus pass without giving up your parking space. However, subleasing of parking spaces is not allowed. Any violation of these rules may subject the violator to citation, prosecution and/or the cancellation of parking privileges. (OAR 125-90-060(7)(11))
- If you cancel a state parking space to try riding the bus to work and within three months need parking again, you will be given high priority for reassignment.

Dept. of Administrative Services
Parking & Commuting Program
1225 Ferry Street SE
Salem OR 97301-4281
Telephone: (503) 378-5090
FAX: (503) 378-2157
E-mail: State.Parking@state.or.us
Website: <http://oregon.gov/das/fac/parking/>

SMART COMMUTER PROGRAM

PROGRAM SUMMARY

The Smart Commuter program supports DAS goals to reduce traffic and parking demand, improve air quality, and reward the efforts of employees who leave their cars at home and use transit, vanpool, bicycle or walk to work. This program also welcomes employees with a State of Oregon free bus pass, employees who ride the SMART bus from Wilsonville, vanpool, commuter bus or who ride transit into the Capitol Mall from any park and ride lot. This program is available to permanent, temporary or contract state employees working in Salem. Employees leasing parking or registered in a carpool are not eligible.

Applications are available from agency Employee Transportation Coordinators, State Parking & Commuting office or web site.

Transit Passes – Salem-Keizer Transit offers a discounted monthly bus pass (\$20, regularly \$25) to state employees who are not eligible for a free bus pass because they work outside the Capitol Mall area boundaries. Discounted bus passes may be purchased from some agency Employee Transportation Coordinators, call State Parking & Commuting for a referral. Employees purchasing bus passes by pre-tax payroll deduction receive their passes by mail from Salem-Keizer Transit. The payroll deduction form is available on the State Parking & Commuting web site. Discounted bus passes are not available directly from Salem-Keizer Transit bus mall office or any regular transit outlets. Passes are not transferable and may not be purchased for friends or family members.

Bike or Walk to work – Bike lockers and bike room space is available to rent in various locations in the Capitol Mall. Call State Parking & Commuting office for locations and availability or visit our website for locations.

Program Benefits

- Smart Commuters working in the Capitol Mall or Salem downtown area receive free parking permits for two days each month. The permit allows all day parking at state or city 2, 3, 4 and 10 hour meters.
- Cherriots Rideshare office provides a merchant coupon book for all the Smart Commuters. State Parking & Commuting office distributes to Smart Commuters sometime after July 1 each year.
- Emergency ride home - State Parking & Commuting will reimburse you for your taxi ride home or to the place of emergency if you or a family member has an illness or severe crisis that requires you to leave work immediately. Obtain a receipt from the taxi company, have your supervisor approve it and send it to the State Parking & Commuting office for reimbursement of taxi fare within the Salem-Keizer Transit district boundaries. Cherriots Rideshare office offers an emergency ride home to a wider geographic area through many state agencies. Check with the Cherriots Rideshare office for details at 503 371-7665 or outside Salem (888) 323-7665.

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