



## CYCLE PARKING AND END OF TRIP FACILITIES [6.1 & 6.2] Submittal Form

Project Name

### Measure

---

#### Cycle Parking

**Staff** are to be provided with bicycle parking racks / rails for at least 10% full time building staff and at least 50% of parking must be secure, covered and protected against the elements.

#### AND

**Students** are to be provided with bicycle parking racks / rails for at least 5% of the peak no. of students using the building at 75% occupancy and at least 50% should be covered providing protection against the elements.

**If the above provisions have not been met please list the details below and reasons why for the deviation.**

### Mandatory Requirement

Points Available    2

Points Claimed

### Sign-off: Pre-contract Design Stage

☐ By ticking this box the project team confirms the Pre-contract design stage meets the requirements of the measure and details are provided in this form.

Project Team Representative

Signature

Name (print)

Date

Campus Infrastructure Services Sustainability Representative

Signature

Name (print)

Date

**Sign-off: As-built Stage - to be completed at Practical Completion of Project-**

☐ By ticking this box the project team confirms the design and associated calculations meets the requirement of this measure

## Project Team Representative As-built Sign-off

Signature

Name (print)

Date

Campus Infrastructure Services Sustainability Representative

Signature

Name (print)

Date

## 1.0 Pre-contract Design Stage - Cycle Parking

## 1.1 Building Population Figures

List the whole Building Population in accordance with Project Principal Requirements and BCA Report (whichever is greater).

Building Space	Area (m2)	Staff Figures	Student Figures	Building Population (Staff & Student)
</				

## 1.2 Cycle Parking Compliance

Complete table below on the cyclist parking design.

Building Occupants	Population Figures	Cyclist Parking Spaces Required	Cyclist Parking Spaces Provided	Number of Cyclist Parking Provided UnderCover	Does the Design Meet the Provisions?
Staff					
Students					
<b>Total</b>					

## 1.3 Reference Documents

Provide the following reference documents for the Pre-Contract Design signoff:

- ☐ Architectural Schedules detailing bicycle racks
- ☐ Architectural or Landscape Drawings showing parking areas and covers to be provided
- ☐ Manufacturer Data Sheets confirming bicycle rack specifications

Please list any other reference documents used in the above assessment

## Initiative

---

### End of Trip Facilities

**Staff** are to be provided with:

Minimum of 1 shower per 100 full-time building occupants

Minimum of 3 storage lockers per shower facility

### AND

**Students** [75% of peak population figures] are to be provided with:

Minimum of 1 shower per 100 building occupants

Minimum of 3 storage lockers per shower facility

Locker sizes are to be minimum 800mm tall x 250mm wide (for box lockers) or 80mm tall x 400mm wide (for 'L-shaped' double lockers).

**If the above provisions have not been met in full please list the details below and reasons why for the deviation.**

### Mandatory Requirement

**Points Available**     3

**Points Claimed**

### Sign-off: Pre-contract Design Stage

- ☐ By ticking this box the project team confirms the  
Pre-contract design stage meets the requirements  
of the initiative and details are provided in this form.

#### Project Team Representative

Signature	<div></div>
Name (print)	<div></div>
Date	<div></div>

#### Campus Infrastructure Services Sustainability Representative

Signature	<div></div>
Name (print)	<div></div>
Date	<div></div>

## As-built Stage Sign-off - to be completed at Practical Completion of Project

- ☐ By ticking this box the project team confirms the design and associated calculations meets the requirement of this measure

### Project Team As-built Signoff

Signature	<input type="text"/>
Name (print)	<input type="text"/>
Date	<input type="text"/>

### Campus Infrastructure Services Project Manger

Signature	<input type="text"/>
Name (print)	<input type="text"/>
Date	<input type="text"/>

### Campus Infrastructure Services Sustainability Team

Signature	<input type="text"/>
Name (print)	<input type="text"/>
Date	<input type="text"/>

## 2.0 Pre-contract Design Stage - End of Trip Facilities

### 2.1 End of Trip Compliance

Complete table below on the end of trip facilities.

Building Occupants	Population Figures	Showers Required	Showers Provided	List Details & Locations	Storage Lockers Required	Storage Lockers Provided	List Manufacturer Details & Location(s)	Does the Design Meet the Provisions?
Staff								
Students								
Total								

### 2.2 Reference Documents

Provide the following reference documents for the Pre-Contract Design signoff:

- ☐ Architectural Schedules detailing lockers specifications
- ☐ Architectural or Landscape Drawings showing facilities to be provided
- ☐ Manufacturer Data Sheets confirming locker dimensions

Please list any other reference documents used in the above assessment

--

### 3.0 As-built Stage - Cycle Parking & End of Trip Facilities

---

If there have been any deviations in the As-built / Installed details to the above Design details please indicate below

#### 3.1 Cycle Parking Deviations

---

#### 3.2 End of Trip Deviations

---

#### 3.3 Reference Documents

---

Provide the following reference documents for the As-built signoff:

- ☐ Architectural Schedules (final) detailing lockers and bicycle racks provided
- ☐ As-built Architectural or Landscape Drawings showing end of trip facilities, parking areas and covers provided
- ☐ Manufacturer Data Sheets confirming installed locker dimensions and bicycle rack specifications