

Date: July 10, 2014

To: California Public Utilities Commission

From: Department of General Services
Building & Property Management Branch
505 Van Ness Avenue, Room 2012, San Francisco, CA 94102

Subject: BICYCLE STORAGE

For safety purposes bicycles are not to be stored in the workspace, aisle/hallway or cubicle area of the building.

Beginning July 21, 2014, the building security personnel will deny access to any employee, contractor, or intern attempting to carry a bicycle onto the main lobby elevators or into the main stairwells. Security will redirect staff to the bike racks, located in the Courtyard, Golden Gate entrance; on level P1 of the garage; and to the bike room, located in the P1C-5 area, across from the former daycare center office.

To use the bike room, employees must email CPUC Facilities at cpucfacilities@cpuc.ca.gov to get the access code for the door lock.

These areas are to be used for day parking of bicycles only, no overnight storage. They are available on a first-come, first-serve basis.

If there are any questions or concerns contact the Building Managers office at 415-703-2936.