



Date: January 12, 2022

Subject: Amy's Kitchen Project Description

Dear City of Petaluma Planning Department,

On behalf of Amy's Kitchen, I would like to share the following project description for our plans to move our company headquarters to 109 Kentucky Street, in downtown Petaluma. We are grateful for the city and community's support thus far and excited to build a lasting partnership.

About Amy's

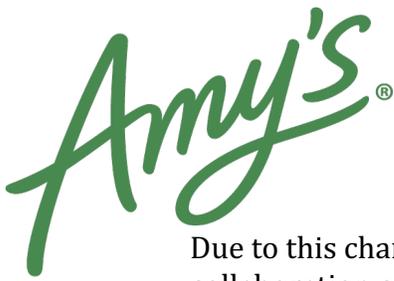
Amy's Kitchen is a fiercely independent, family-owned business founded by Andy and Rachel Berliner in Petaluma, CA, in 1987. We make a broad range of delicious and convenient meals, snacks, and soups made with organic and vegetarian ingredients. Recently, we launched the Amy's Drive Thru, the first fully organic and vegetarian drive thru in the country. Since our foundation, we have been committed to building a great work experience, partnering with our local community, and servicing the needs of our consumers. We are deeply committed to Sonoma County and excited to bring our headquarters to downtown Petaluma

Amy's Collaboration Center

Amy's has leaned into the future of work with an innovative Work Flex policy that has allowed our office-based employees to work from any location. The vast majority of our employees have signed agreements that they plan to work in a hybrid-remote manner. Below are the details of our workforce and agreed workstyle per our Work Flex policy.

Work Agreement	Number of Employees
5 days a week	10
3 days a week	34
1-2 days a week	56
Fully Remote (may come to the office for isolated meetings)	99
Average Daily Employees	54





Due to this change in work style, hours, and place, we are designing our office as a collaboration center rather than a traditional office environment. Much of the space will be dedicated to formal and informal meeting rooms. Although the ground floor is a private space, our intention is that it will be a high energy open collaborative space, designed similar to a hotel lobby. On the other floors we will invest in state-of-the-art conference rooms that are effective place of collaboration for local and remote teams.

Our office will primarily be used between 8 am – 6 pm, Monday through Friday. Many employees will come in for critical meetings and collaboration for a few hours and then return to home offices. Amy's employees host numerous outside vendors, consultants, and out-of-the-area colleagues and the office will be set up with both permanent and hoteling stations designed for maximum flexibility. We plan to create a dynamic and vibrant environment that leverages the services of downtown Petaluma, including hotel spaces, restaurants, and personal services.

Sustainability

At Amy's, we want to be a company that heals the planet. Doing no harm is simply not enough.

We need to eliminate our carbon footprint. That's why we want to capture more carbon from the environment than we produce. We want to help our farmers adopt practices that restore the land. We want to ensure the replenishment of the natural resources we use. And we want to be the company that our consumers are proud to buy from because they know that when they buy an Amy's product, they're helping to heal the earth.

This commitment to sustainability extends to our new office. Our office will be an example project for a sustainable, comfortable, and innovative building in Petaluma through adaptive reuse, energy efficiency strategies, a commitment to source 100% renewable offsite energy, and low-impact materials.

Alternative Transportation Program

Amy's has an extensive alternative transportation plan and policy. Part of our sustainability program is do our part to take cars off the road where possible. The highlights of our program include:

- Cost-sharing and pre-tax commuter benefits that can be used to pay for the SMART train and other regional public transportation. Our initial survey indicated that up to 60% of employees plan to use the SMART train some of all of the time with this location. For most employees, the effective cost for the SMART train will be 35% of face-value tickets.





- Carpool incentive providing a \$50 gas card after a total of 20 round trips (counted as the number of people in a car, so for a group of 4 carpooling each weekday, it would be \$50 a week in benefit)
- Onsite Bicycle Lockers and Showers
- Amy's Work Flex program allows office-based employees to telecommute
- Flexible hours and schedules that enable employees to choose place and time of work

In addition to the policies above, we are also exploring several new alternative transportation programs, including a vanpool program, e-bike subsidy, and working with the city to support an offsite parking program at the Petaluma Fairgrounds.

Local Business Impact

One of the most compelling features of the new office for our employees is the proximity to the great stores, restaurants, service providers, and entertainment in downtown Petaluma. Our employees look forward to dining in their favorite restaurants for lunch, enjoying an after-work drink with colleagues, and showcasing the delights of Petaluma with out-of-the-area guests. We are committed to building meaningful local relationships and bringing new energy and economic vitality to the city.

Kind Regards,

Paul Schiefer
Sr. Director of Sustainability & Social Impact
Amy's Kitchen
paul.schiefer@amys.com
m. 707-206-5597

