



Office of the City Manager

CONSENT CALENDAR
November 27, 2012

To: Honorable Mayor and Members of the City Council
From:  Christine Daniel, City Manager
Submitted by: Andrew Clough, Director, Public Works
Subject: Contract: AC Transit Bus Pass (EasyPass) Program for City Employees

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute a contract and any amendments with the Alameda-Contra Costa County Transit District (AC Transit) for the continuation of an annual bus transit pass (EasyPass) program for City of Berkeley employees, in an amount not to exceed \$190,000 for the 2-year period beginning January 1, 2013 and ending December 31, 2014.

FISCAL IMPACTS OF RECOMMENDATION

Funds for the EasyPass Program for the first half of calendar year 2013 are available in FY 2013 budget code 930-9701-410-2090; funding is subject to appropriation in the budgets for FY 2014 and FY 2015:

FY 2013 funding	\$47,500
FY 2014 funding	\$95,000
FY 2015 funding	\$47,500
Total contract not-to-exceed amount	\$190,000

The CMS number for this contract is CMS No. GISY2.

CURRENT SITUATION AND ITS EFFECTS

The City of Berkeley has participated in the AC Transit EasyPass program since 2002, and the current transit pass contract expires on December 31, 2012. The pricing structure that AC Transit developed for its employer pass programs is calculated for each employer contract based on the level of bus service at each work site, and the number of employees reporting to each site. In the City's case, the cost of \$80.10 per employee reflects an average of the costs for each of the City's work sites, and the number of eligible employees per site. Using the current number of 1,153 eligible City employees, the projected annual cost for this program is \$92,356 and the 2-year cost is \$184,712.

The City may purchase additional passes from AC Transit on an as-needed basis and will be charged the individual rate of \$80.10 for each. Staff recommends that Council

approve a total contract amount not to exceed \$190,000 to allow for the purchase of additional passes, should they be needed.

Staff has found that a 2-year contract reduces the administrative costs associated with annual renewals and contract negotiation, and expects there to be no major changes in the program operations or costs during this period. The City has successfully executed 2-year contracts with AC Transit for this program since 2006.

BACKGROUND

In January 2002 the City and AC Transit formed a partnership to establish an employee transit pass program, which provides all eligible City employees with unlimited rides on all AC Transit buses. Council approved extensions of the pass each year beginning in 2003, and then in 2-year cycles beginning in 2006. The current program contract began in 2010 (Resolution No. 65,122-N.S.) and will expire on December 31, 2012.

Functional improvements since the program's inception have reduced the City's staff time required to administer the program and increased convenience for users. Since 2009 the EasyPass has been embedded in Clipper Cards (formerly known as Translink), the universal fare card shared by all Bay Area transit authorities. City employees received Clipper Cards and may use them to store other transit agency fare values if they wish. With this format the EasyPasses are renewed electronically on an annual basis, and City staff no longer has to distribute passes or process requests to replace lost and damaged cards.

The City has evaluated the effectiveness of the EasyPass program through usage data provided by AC Transit, and this analysis shows that employee use of the EasyPass has increased since the Program's inception. In 2002, an average of 192 employees per month used their EasyPass, for an annual total of 36,068 trips. In 2011, an average of 203 employees per month used their EasyPass, with an increase in annual trips to 45,103.

RATIONALE FOR RECOMMENDATION

The EasyPass has proven to be an effective and popular tool for encouraging City employees' use of AC Transit for commuting and other trip purposes, thus reducing the number of vehicles trips to and within the City. By providing this kind of employee benefit program, the City is a model employer for Berkeley businesses that are required to offer a Commuter Benefit Program (Berkeley Municipal Code 9.88) or Trip Reduction Information Program (BMC 14.92).

The EasyPass program continues to meet many of the objectives described in the City of Berkeley General Plan's Transportation and Environmental Management Elements. Specifically, General Plan Policy T-10 (Trip Reduction) mandates the City to: reduce automobile traffic and congestion and increase transit use and alternative transportation modes; support, and when appropriate require, programs such as a citywide transit pass that encourage Berkeley citizens and commuters to reduce automobile trips.

Staff believes the EasyPass program has successfully implemented many of the City's stated policy goals and, therefore, should continue during the next 2-year cycle.

ALTERNATIVE ACTIONS CONSIDERED

The City could decline to extend the contract and, thereby, end the EasyPass Program, or extend the contract for a single year rather than for a 2-year period.

CONTACT PERSON

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Attachment:

1. Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT: AC TRANSIT FOR ANNUAL BUS TRANSIT PASS (EASYPASS)
PROGRAM FOR CITY EMPLOYEES

WHEREAS, the continuation of a bus transit pass program for employees will assist the City in its Transportation Demand Management Program; and

WHEREAS, the concentration of bus service in Berkeley and the size of the City's employee base support an employee pass program with the Alameda-Contra Costa Transit District (AC Transit); and

WHEREAS, the City of Berkeley and AC Transit formed a partnership to establish an employee transit pass program in January 2002, and the program continues to provide all eligible City employees with unlimited rides on all AC Transit buses; and

WHEREAS, Council has approved extension of the program since its inception in 2002, most recently in 2010 (Resolution No. 65,122-N.S.); and

WHEREAS, the City agrees to an initial purchase of 1,153 passes at a total annual cost of \$92,356 for each calendar year ending December 31, 2013 and December 31, 2014; and

WHEREAS, after the initial purchase, the City may purchase additional passes on an as-needed basis at the average pass cost of \$80.10 per pass; and

WHEREAS, \$47,500 for the first part of calendar year 2013 is available in the FY 2013 account code 930-9701-410-2090; funding is subject to appropriation in the budgets for FY 2014 and FY 2015; and the contract has been entered as CMS No. GISY2.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute a contract and any amendments with the Alameda-Contra Costa County Transit District (AC Transit) for the continuation of an annual bus transit pass (EasyPass) program for City of Berkeley employees in an amount not to exceed \$190,000 for the two-year period January 1, 2013 through December 31, 2014.