



**Purchasing Contract
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

AGENDA ITEM NO.: 20
AGENDA DATE: Thu 04/22/2004
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SUBJECT: Authorize negotiation and execution of a 12-month interlocal agreement with CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY, Austin, TX, to purchase commuter passes for the City of Austin Commuter Pass Program in an amount not to exceed \$50,000, with four 12-month extension options in an amount not to exceed \$50,000 per extension option, for a total agreement amount not to exceed \$250,000.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$20,833 is available in the Fiscal Year 2003-2004 Approved Operating Budget of the Human Resources Department. Participating departments are back charged for their costs. Funding for the remaining seven months of the original contract period and extension options is contingent upon available funding in future budgets.

FISCAL NOTE: There is no unanticipated fiscal impact. A fiscal note is not required.

REQUESTING Purchasing **DIRECTOR'S**
DEPARTMENT: for Human Resources; **AUTHORIZATION:** Vickie Schubert

FOR MORE INFORMATION CONTACT: Rosemary Ledesma, Senior Buyer/974-2011

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: Interlocal.

MBE / WBE: N/A

The City of Austin Commuter Pass Program allows City employees to purchase Capital Metropolitan Transportation Authority (Capital Metro) passes at discounted rates for public transportation to commute to and from work. The Commuter Pass Program (Program) was implemented in 1978 and was primarily initiated to relieve traffic congestion and open up additional parking spaces in the downtown area. The Program also helps minimize the negative impact on air quality resulting from automobile emissions and supports the City's participation in the program for voluntary trip reductions.

Approximately 5,000 passes are sold to City employees each year. The cost of the Commuter Pass Program is shared between the City and the employees. Generally, City departments pay two-thirds of the cost and the employees pay one-third of the cost for tickets and passes. The City's cost will be paid by each respective City department for those employees who participate in the program.

The current interlocal agreement with Capital Metro entitles the City to discounts of up to 20% of the cost of pass sales with the exception of vanpool passes. Unsold passes are returned to Capital Metro at no cost to the City. Current (regular) prices are \$10 per month (employees pay \$3.33/month) for Metro passes, \$15/per month (employees pay \$5/month) for Special Transit Services passes, \$17/per month (employees pay \$5.67/month) for Express passes, and \$25/per month (employees pay \$8.25/month) for vanpool passes.

The current agreement was approved in 1997 and the term expires on April 30, 2004.