
CITY OF KELOWNA

MEMORANDUM

Date: August 15, 2007
File No.: 8310-01
To: City Manager
From: Transportation Manager
Subject: Request for U-PASS agreement document execution

Report Prepared by: Jerry Dombowsky, Transportation Demand Supervisor

RECOMMENDATION:

THAT City Council approve the Universal Bus Pass Agreement (U-PASS) with UBC Okanagan as per the report of the Transportation Manager, dated August 15, 2007;

AND THAT Council authorize its execution by the Mayor and City Clerk;

BACKGROUND:

In preparation for the U-PASS with UBCO students, commencing in the fall/winter semester of 2007, a master agreement has been created to set out key terms and conditions of the arrangement. The attached document includes complete detail, including the following key items:

Key items

1. U-PASS rate will be \$50 per student per semester (\$47 net to KRT).
2. Fall 07 students will get the Apr 30 08 expiry U-Pass sticker (full year).
3. Fall/winter students with U-Pass can opt in for next summer program.
4. Sticker will be on back of student card, exact position to be determined.
5. Summer U-Pass will be two - 2 month programs.
6. Termination: requires 8 months notice from UBCSUO or RTC.
7. U-PASS fee increase: City to give 12 months notice.
8. Flow of Money: UBC - Assess and Collect U-Pass fee; UBCSUO – process opt-outs, UBCO reconciles, adds subsidy, remits funds to UBCSUO; UBCSUO then pays City.
9. Payments to City: Fall 100% by Nov 1, winter 100% by Mar 1, summer 100% by Sept 15.
10. UBCSUO will affix U-Pass stickers to student cards.
11. City will keep UBCSUO informed of transit service plan details for Sept 07 and items being worked on for 2008 service changes.
12. HandyDART users will be U-Pass eligible, disabled students can opt-out at their discretion
13. RTC will receive semi annual report on number and type of pass holders among other statistical information with each U-PASS payment from UBCSUO.

The Regional Transportation Committee approved the Agreement as presented June 7, 2007 and recommends to City Council and other regional transit partners that this agreement be approved and executed.

Given that the U-PASS agreement secures operational terms and conditions that are deemed acceptable to staff, approval of this agreement is respectfully requested.

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Considerations not applicable to this report:

INTERNAL CIRCULATION TO:
LEGAL/STATUTORY AUTHORITY:
LEGAL/STATUTORY PROCEDURAL REQUIREMENTS:
EXISTING POLICY:
FINANCIAL/BUDGETARY CONSIDERATIONS:
PERSONNEL IMPLICATIONS:
TECHNICAL REQUIREMENTS:
EXTERNAL AGENCY/PUBLIC COMMENTS:

Submitted by:



R. Westlake,
Transportation Manager

Approved for inclusion:
John Vos
Director of Works & Utilities