



**City of Kingston
Report to Council
Report Number 15-170**

To: Mayor and Members of Council

From: Denis Leger, Commissioner of Transportation, Facilities & Emergency Services

Resource Staff: Sheila Kidd, Director of Transportation Services

Date of Meeting: February 17, 2015

Subject: Universal Transit Pass Agreement – Alma Mater Society of Queen’s University (AMS)

Executive Summary:

The current agreement between the City of Kingston and the Alma Mater Society of Queen’s University (AMS), to provide universal access to Kingston Transit, expires on August 31, 2015. This report recommends entering into a new three-year agreement effective September 1, 2015.

The proposed agreement establishes a base contract rate of \$66.25 per eligible student, based on student enrollment, resulting in an estimated base contract value of \$1,368,526 in the first year of the contract. This represents a 41.8% increase compared to the final year of the current contract.

Recommendation:

THAT Council authorize the Mayor and Clerk to enter into an agreement with the Alma Mater Society (AMS) of Queen’s University, in a form satisfactory to the Director of Legal Services, to provide a Universal Transit Pass Program for students for a period of three years (September 1, 2015 to August 31, 2018) at a base contract rate of \$66.25 per eligible student per year (September to August) in accordance with the terms and conditions outlined in Report 15-17.

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Authorizing Signatures:

ORIGINAL SIGNED BY COMMISSIONER

**Denis Leger, Commissioner,
Transportation, Facilities, &
Emergency Services**

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

Gerard Hunt, Chief Administrative Officer

Consultation with the following Members of the Corporate Management Team:

Cynthia Beach, Corporate & Strategic Initiatives	Not required
Lanie Hurdle, Community Services	Not required
Jim Keech, President and CEO, Utilities Kingston	Not required
Desiree Kennedy, Chief Financial Officer & City Treasurer	Not required

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Options/Discussion:

The City of Kingston and the AMS have a long-standing partnership to provide a Universal Transit Pass Program to Queen's University students. The program, commonly known as "Bus-It", provides eligible Queen's University students with unlimited access to Kingston Transit's fixed-route system. Kingston was one of the first municipalities in Canada to introduce a Universal Transit Pass program to students. Many transit systems across Canada provide similar programs. Kingston Transit also has a Universal Pass Program in place with the Student Association at St. Lawrence College.

The current agreement with the AMS expires on August 31, 2015. The new agreement recommended in this report is for a three-year period from September 1, 2015 to August 31, 2018.

The following is a summary of the terms and conditions of the proposed agreement:

- Full-time Queen's University undergraduate and graduate students that are assessed a mandatory student activity fee for the Bus-It program are eligible to use Kingston Transit. Part-time and evening students are not eligible to participate in the Bus-It program. Eligible Queen's students have unlimited, universal access to use all Kingston Transit routes. Students must present a student photo ID card with a current validation sticker for the relevant academic year to the bus operator upon boarding. The AMS is responsible for administering the distribution of student photo ID cards and validation stickers.
- A base contract value of \$66.25 per eligible student per contract year (September to August), payable in four instalments.
- The agreement may be terminated by either party on August 31 of each year of the contract by providing notice of termination no later than June 1 of the same year.
- Kingston Transit will continue to operate a late-night shuttle (Route 17) during the academic year when classes are in session, and a bus route (Route 18) between the housing areas of Queen's University and the train/bus stations. Although these routes are provided primarily to serve Queen's University students, all other Kingston Transit passengers who pay the regular fare can also use these routes at any time. This is the same level of service provided in the existing agreement.
- Kingston Transit will operate a new route between Main Campus, the Isabel Bader Centre for the Performing Arts, and the Tett Centre, Monday through Friday, during the academic year when classes are in session. In the first two years of the contract, the operation of this route is included in the base contract value. In Year 3 of the contact, the AMS can exercise an option to continue the operation of this route. If the AMS exercises their option, the AMS is required to pay the full operating costs, estimated at \$217,000. Similar to Route 17 and

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Route 18 noted above, any Kingston Transit passenger who pays the regular fare will also be able to use this route.

- At the request of the AMS, the City will provide an additional 50 hours of service (minimum two-hour blocks), within the City of Kingston per contract year, subject to bus and bus operator availability. The use of the 50 additional hours of service will be determined between the City and the AMS each contract year. Any unused hours of service are not cumulative and will not carry over to the following contract year.

The chart below summarizes the previous base contract values, the proposed base contract values, and the percentage increase year-over-year since 2010/2011. The chart does not include the \$217,000 payment that the AMS will make in Year 3 of the contract, if they exercise their option to continue the operation of the shuttle between Main Campus, the Isabel Bader Centre for the Performing Arts, and the Tett Centre.

The substantial increase in the base contract value of 41.8% in 2015/2016 (Year 1 proposed) compared to 2014/2015 (current agreement), results from a change in the structure of the agreement and an increase in the mandatory student fee assessed against each eligible Queen's University student. The financial terms in previous agreements were based on a negotiated contract rate not directly tied to student enrolment levels or the student fees collected by the AMS. The financial terms of the proposed agreement are linked directly to enrolment and to the student fees paid by each student to the AMS.

Academic Year	Base Contract Value	% Increase Compared to Previous Academic Year
2010/2011	\$775,282	-
2011/2012	\$835,000	7.7%
2012/2013	\$913,000	9.3%
2013/2014	\$940,000	3.0%
2014/2015 (Current Agreement)	\$965,000 (actual)	2.7%
2015/2016 (Year 1 proposed)	\$1,368,526 (estimated)	41.8%
2016/2017 (Year 2 proposed)	\$1,382,211 (estimated)	1%
2017/2018 (Year 3 proposed)	\$1,396,033 (estimated)	1%

Consideration is given to student enrollment levels, historical and projected ridership by Queen's students, and the cost of providing service balanced against student affordability in establishing the financial terms of the agreement.

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The target, over time and through future contracts, is to continue to negotiate increases to the base contract value to attain and maintain cost equity between post-secondary students and other users of the transit system.

Existing Policy/By Law:

N/A

Notice Provisions:

N/A

Accessibility Considerations:

N/A

Financial Considerations:

The approved 2015 Transit budget reflects the proposed terms and conditions recommended in this report.

Contacts:

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Jeremy DaCosta, Kingston Transit Manager 613-546-4291, Ext. 1310

Other City of Kingston Staff Consulted:

N/A

Exhibits Attached:

N/A