

EMPLOYEE PASS PROGRAM - FINAL REPORT

**Reference: F. P. No.: 40852418401, Contract # AI 258
June 1, 2000 – December 31, 2004**

Purpose

This report details how the Employee Pass Program for City, County, and University of Florida employees has performed since it began.

Overview

The Employee Pass Program was created to alleviate traffic and parking problems at the University of Florida and Downtown, and encourage employees to use transit as an alternative mode of transportation. The program has been in effect since January 24, 2000, with University of Florida employees being the first organization to initiate the pilot program. The City of Gainesville's participation began on April 3, 2000 and Alachua County on July 24, 2000.

Performance Analysis

Since University of Florida employees began using the Employee Pass Program there have been a total of 487,307 passengers. Since the program started in April 2000, a total of 65,586 passengers were City/County employees. There have been a total of 552,893 passengers participating in the Employee Pass Program from January 24, 2000 to December 31, 2004. Table 1 shows the monthly ridership figures. In year 2004, UF employee ridership was 3.3% higher than ridership in 2003, while City and County employee ridership increased by 3.7%. During the five years of the program, UF ridership has steadily increased to 118,396 passengers in 2004. Conversely, City and County ridership has decreased to 12,655 passengers in 2004.

Table 1. Passengers per Month

Month	University of Florida Passengers	City/County Passengers
January (24-31) 2000	2,151	N/A
February 2000	5,553	N/A
March 2000	6,123	N/A
April 2000	5,305	488
May 2000	5,060	432
June 2000	4,863	572
July 2000	4,954	712
August 2000	6,396	854
September 2000	6,999	800
October 2000	7,597	1,079
November 2000	7,229	1,077
December 2000	5,611	1,034
Total 2000	67,841	7,048
January 2001	7,258	1,158
February 2001	7,822	1,174
March 2001	7,939	1,361
April 2001	7,811	1,482
May 2001	6,339	1,440
June 2001	5,618	1,432
July 2001	6,122	1,570
August 2001	7,371	1,919
September 2001	7,616	1,582
October 2001	9,880	1,847
November 2001	8,641	2,318
December 2001	6,580	1,367
Total 2001	88,997	18,650
January 2002	7,514	1,268
February 2002	7,396	1,280
March 2002	8,361	1,460
April 2002	9,647	1,655
May 2002	6,918	1,288
June 2002	6,208	1,273
July 2002	7,398	1,108
August 2002	8,300	1,303
September 2002	8,557	1,076
October 2002	10,770	1,296
November 2002	8,588	992
December 2002	7,811	1,025
Total 2002	97,468	15,024

Month	University of Florida Passengers	City/County Passengers
January 2003	8,526	1,056
February 2003	8,809	821
March 2003	8,852	893
April 2003	9,615	1,106
May 2003	7,955	969
June 2003	8,990	875
July 2003	10,145	1,094
August 2003	9,201	1,006
September 2003	12,233	1,230
October 2003	12,942	1,111
November 2003	8,984	973
December 2003	8,353	1,075
Total 2003	114,605	12,209
January 2004	8,864	935
February 2004	9,799	977
March 2004	10,910	1,125
April 2004	11,093	1,506
May 2004	7,902	828
June 2004	8,764	871
July 2004	8,547	921
August 2004	9,904	1,101
September 2004	11,455	1,128
October 2004	12,170	1,157
November 2004	10,927	1,118
December 2004	8,061	988
Total 2004	118,396	12,655
Total	487,307	65,586

Cost Analysis

Table 2 shows the cost for the fifth year of the program (2004). The cost of this service is based on \$4.50 per employee for 14,900 employees totaling \$67,050 for year 2004.

Table 2. Total Cost – Fifth Year (2004)

Employee Group	Number of Employees	Cost/Employee	Total Cost
University of Florida	13,000	\$4.50	\$58,500
City of Gainesville	900	\$4.50	\$4,050
Alachua County	1,000	\$4.50	\$4,500
Total	14,900	\$4.50	\$67,050

In 2004, the cost per trip for all employees was \$0.51. For UF employees the cost per trip was \$0.49, and \$0.68 for City and County employees.

In summary, the goal of this program is to provide unlimited access to the transit system for UF, City and County Employees thereby diminishing the cost per trip compared to regular bus fare of \$1.00. This goal has continued to be met annually.

**Interlocal Agreement
Between
University of Florida
And
City of Gainesville**

This Agreement is made by and between the **University of Florida**, (hereinafter referred to as UF), and the **City of Gainesville, Florida**, a municipal corporation, (hereinafter referred to as CITY), by and through its City Commission.

WHEREAS, UF desires to reduce the demand for on-campus parking by its employees; and,

WHEREAS, UF desires to provide its employees free access to public transit as a means of commuting to work; and,

WHEREAS, CITY operates a public transit system that is currently operating a fixed route that provides service to and around the University's campus.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1. This Agreement shall cover a term of one year from January 10, 2005 through and including January 9, 2006.
2. The total amount to be paid by the UNIVERSITY to the CITY shall be \$58,500.00, which represents the cost of \$4.50 per employee for 13,000 employees. The CITY shall invoice this amount upon execution of this agreement and the UNIVERSITY shall pay within the time frame designated by Florida Statute. Failure to pay within the statutory time frame will cause UF to pay a separate interest penalty in accordance with Florida Statutes.
3. The CITY will allow University of Florida employees to have unlimited access to transit when the employee shows the appropriate Gator One identification card.
5. The failure of either party to comply with any provision of this Agreement shall place that party in default. Prior to terminating this Agreement, the non-defaulting party shall notify the defaulting party in writing. The notification shall make specific reference to the provision, of which the condition is alleged to give rise to the default. The defaulting party shall then be entitled to a period of fifteen (15) days from the date notification is received in which to cure the default. If said default is not cured within the fifteen (15) -day period, the non-defaulting party may terminate this Agreement. The failure of either party to exercise this right shall not be considered a waiver of such right in the event of any further default or non-compliance.

6. The parties hereto designated the following persons to be contacted regarding the performance of this Agreement and to receive all notices:

UNIVERSITY: Bob Miller
 Assistant Vice President of Administrative Affairs
 Box 113100
 University of Florida
 Gainesville, FL 32611

CITY: City Manager
 P.O. Box 490
 Gainesville, FL 32602

7. If any provision of this Agreement is contrary to, prohibited by, or deemed invalid by applicable law, rules or regulations of any jurisdiction in which it is sought to be enforced, then such provision shall be deemed inapplicable and omitted, and shall not invalidate the remaining provisions of this Agreement.
8. This Agreement contains all the terms and conditions agreed upon by the parties and is a complete and exclusive statement of the Agreement between the parties. Any renewals, alterations, variations, modifications, amendments or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing, duly signed, approved by both entities and attached to this Agreement. This Agreement supersedes all other agreements and proposals, oral or written, regarding the subject matter herein, and all such other agreements and proposals are hereby deemed void.
9. In the performance of this Agreement, the CITY will be acting in the capacity of an independent contractor, and not as an agent, employee, partner, joint venture, or associate of the UNIVERSITY. The CITY shall be solely responsible for the means, methods, techniques, sequences, and procedures utilized by the CITY in the full performance of this Agreement. CITY nor any of its employees, officers, agents or any other individual directed to act on behalf of the CITY for any act related to this Agreement, shall represent, act, purport to act, or be deemed to be the agent, representative, employee or servant of the UNIVERSITY.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed for the uses and purposes therein expressed the day and year set forth above.

UNIVERSITY OF FLORIDA

BY: _____
Emily Hamby, Director of Purchasing

Witnesses

APPROVED AS TO FORM:

CITY OF GAINESVILLE

BY: _____
Interim City Manager

Witnesses

APPROVED AS TO FORM AND LEGALITY

City of Gainesville Attorney's Office

**Interlocal Agreement
Between
Board of County Commission
And
City of Gainesville**

This Agreement is made by and between the BOARD OF COUNTY COMMISSION, for and on behalf of the Board of Regents of the State of Florida, a public corporation of the State of Florida, (hereinafter referred to as COUNTY), and the CITY OF GAINESVILLE, FLORIDA, a municipal corporation, (hereinafter referred to as CITY), by and through its City Commission.

WHEREAS, COUNTY desires to reduce the demand for parking by its employees; and,

WHEREAS, COUNTY desires to provide its employees free access to public transit as a means of commuting to work; and,

WHEREAS, CITY operates a public transit system that is currently operating a fixed route that provides service to and around the City limits.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1. This Agreement shall cover a term of one year from May 10, 2005 through and including May 9, 2006.
2. The total amount to be paid by the COUNTY to the CITY shall be \$4,500.00. The CITY shall invoice this amount upon execution of this agreement and the COUNTY shall pay within the time frame designated by Florida Statute.
3. The CITY will allow County employees to have unlimited access to transit when the employee shows the appropriate identification card with the RTS logo.
4. The failure of either party to comply with any provision of this Agreement shall place that party in default. Prior to terminating this Agreement, the non-defaulting party shall notify the defaulting party in writing. The notification shall make specific reference to the provision, of which the condition is alleged to give rise to the default. The defaulting party shall then be entitled to a period of fifteen (15) days from the date notification is received in which to cure the default. If said default is not cured within the fifteen (15) -day period, this Agreement may be terminated by the non-defaulting party. The failure of either party to exercise this right shall not be considered a waiver of such right in the event of any further default or non-compliance.
5. The parties hereto designated the following persons to be contacted regarding the performance of this Agreement and to receive all notices:

COUNTY:

Board of County Commission

CITY:

City Manager
P.O. Box 490
Gainesville, FL 32602

6. If any provision of this Agreement is contrary to, prohibited by, or deemed invalid by applicable law, rules or regulations of any jurisdiction in which it is sought to be enforced, then such provision shall be deemed inapplicable and omitted, and shall not invalidate the remaining provisions of this Agreement.
7. This Agreement contains all the terms and conditions agreed upon by the parties and is a complete and exclusive statement of the Agreement between the parties. Any renewals, alterations, variations, modifications, amendments or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing, duly signed, approved by both entities and attached to this Agreement. This Agreement supersedes all other agreements and proposals, oral or written, regarding the subject matter herein, and all such other agreements and proposals are hereby deemed void.
8. In the performance of this Agreement, the CITY will be acting in the capacity of an independent contractor, and not as an agent, employee, partner, joint venture, or associate of the COUNTY. The CITY shall be solely responsible for the means, methods, techniques, sequences, and procedures utilized by the CITY in the full performance of this Agreement. CITY nor any of its employees, officers, agents or any other individual directed to act on behalf of the CITY for any act related to this Agreement, shall represent, act, purport to act, or be deemed to be the agent, representative, employee or servant of the COUNTY.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed for the uses and purposes therein expressed the day and year set forth above.

BOARD OF COUNTY COMMISSION

BY: _____

Witnesses

APPROVED AS TO FORM:

CITY OF GAINESVILLE

Witnesses

BY: _____

Interim City Manager

APPROVED AS TO FORM AND LEGALITY

City of Gainesville Attorney's Office