

Internal



Office of the City Manager

RECESS ITEM
CONSENT CALENDAR
 September 9, 2025

To: Honorable Mayor and Members of the City Council

From: Paul Buddenhagen, City Manager

Submitted by: Terrance Davis, Director, Public Works

Subject: Contract No. 32100160 Amendment: Alameda-Contra Costa County Transit District (AC Transit) For EasyPass Program 2021-2025

RECOMMENDATION

Adopt a Resolution ratifying the action taken by the City Manager during recess to amend Contract No. 32100160 to cover expenses for the remainder of 2025 for employee transit pass program with an additional \$125,086 for a new total amount not to exceed \$899,539.

NEGATIVE EFFECT IF ACTION IS DELAYED UNTIL AFTER COUNCIL RECESS

If delayed until after recess, the required timeline for the City's internal contract execution would exceed the deadline to remit payment to AC Transit to ensure ongoing coverage of employees utilizing this commuter benefit. Non-payment would lead to additional car trips by City staff, additional congestion around City facilities and would impact available public parking in areas surrounding City facilities.

FISCAL IMPACTS OF RECOMMENDATION

Currently, \$35,869 is available in Contract No. 32100160 which had an original not to exceed amount of \$774,453. The additional \$125,086 is available in the General Fund Payroll Deduction Trust Fund. This same fund has historically covered this expense.

CURRENT SITUATION AND ITS EFFECTS

The City and AC Transit formed a partnership to establish an employee transit pass program in 2002 to provide all eligible City employees unlimited rides on all AC Transit buses. Delay in payment may result in program disruption.

By continuing to provide this employee benefit program, the City remains a model employer for Berkeley businesses required to offer a Commuter Benefit Program (Berkeley Municipal Code 9.88) or Trip Reduction Information Program.

The City's contract with AC Transit was previously managed by Public Works, but as it is a benefit provided to City staff, it is moving under the management of the Human

Resources Department. The amount reflected in this Resolution, corresponds to an amount that had been previously billed to the City amid a staffing vacancy in Public Works and serves to close the current contract, prior to execution of a new contract for the next five-year period.

Maintaining funding for AC Transit's Easy Pass for City staff is in alignment with the City's Strategic Plan Priorities, advancing the goal to be a global leader in addressing climate change, advancing environmental justice, and protecting the environment, while attracting and retaining a talented and diverse City government workforce.

BACKGROUND

Council previously approved extension of the program since its inception in 2002, again in 2015 (Resolution No. 66,888-N.S.) and in 2021 (Resolution 69,663-N.S.). While it is customary for the City to extend Requests for Proposals to manage expenditures of this size and duration, AC Transit is the sole public transit provider able to meet the program requirement and the City must execute a contract directly with the public agency. A new contract will be executed for future years, as this Amendment only covers the remainder of 2025.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

By maintaining the AC Transit EasyPass Program, the City is reducing vehicle miles traveled in individual vehicles and reducing associated greenhouse gasses by encouraging staff to utilize public transit.

RATIONALE FOR RECOMMENDATION

Without payment, there may be a disruption in service provided to City staff,

ALTERNATIVE ACTIONS CONSIDERED

There is not another public transit agency that can provide the associated services within this contract. Nonpayment would cause a disruption in service for staff depending on utilizing the EasyPass program for their workday commute. This is an ongoing benefit provided to City staff, which staff rely on to commute to their associated City workplaces.

CONTACT PERSON

Amanda Montez, Senior Management Analyst, Public Works, (510) 981-6317

Attachments:

1: Resolution

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

CONTRACT NO. 32100160 AMENDMENT: ALAMEDA-CONTRA COSTA COUNTY
TRANSIT DISTRICT (AC TRANSIT) FOR EASYPASS PROGRAM 2021 TO 2025

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

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

WHEREAS, the EasyPass program is a proven and popular benefit encouraging use of public transit for City employees, and contributing to reduction in the use of single occupancy vehicles for work and recreational travel; and

WHEREAS, by continuing to provide this employee benefit program, the City remains a model employer for Berkeley businesses required to offer a Commuter Benefit Program (Berkeley Municipal Code 9.88) or Trip Reduction Information Program; and

WHEREAS, since forming a partnership in 2002 to establish the EasyPass (then EcoPass) Program, the City of Berkeley and AC Transit has offered employees unlimited usage passes for all AC Transit local and Transbay buses; and

WHEREAS, the Council has approved extension of the program since its inception in 2002, again in 2015 (Resolution No. 66,888-N.S.) and most recently in 2021 (Resolution 69,663-N.S.); and

WHEREAS, the funding for the contract period beginning in 2021 and ending in 2025 was not sufficient to cover staff needs, which require an amendment to add \$125,086 for a new total amount not to exceed \$899,539; and

WHEREAS, \$35,869 is available in contract #32100160 which had an original not to exceed amount of \$774,453. An additional \$125,086 is available in the General Fund Payroll Deduction Trust Fund to cover the amount needed to remit full payment for the 2025 calendar year.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the Council ratifies the action taken by the City Manager to execute an amendment to Contract No. 32100160 with the Alameda- Contra Costa County Transit District (AC Transit) for the continuation of the EasyPass annual bus transit pass program for City of Berkeley employees adding \$125,086 for a new amount not to exceed \$899,539 for the 5-year period January 1, 2021 through December 31, 2025.

