



## Memorandum

**Date:** 7/2/2024

**Meeting of:** Committee of the Whole - Planning and Public Works

**File No.** CM 24-297

**Type:** Committee Memo

**TO:** Committee of the Whole - Planning and Public Works

**FROM:** Mayor Angela Birney

**DEPARTMENT DIRECTOR CONTACT(S):**

Planning and Community Development	Carol Helland	425-556-2107
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**DEPARTMENT STAFF:**

Planning and Community Development	Seraphie Allen	Deputy Director
Planning and Community Development	Michael Hintze	Manager
Planning and Community Development	LaNaya Taylor	Program Administrator

**TITLE:**

Approval of the 2024-25 Annual ORCA Contract Renewal

**OVERVIEW STATEMENT:**

Execute a renewal agreement with King County for ORCA Business Passport transit services (ORCA cards) and vanpool services for distribution to City of Redmond employees as an element of the City Employee Commute Trip Reduction Program.

☐ **Additional Background Information/Description of Proposal Attached**

**REQUESTED ACTION:**

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
City Employee Commute Trip Reduction Program, Washington Clean Air Act, City Comprehensive Plan, Community Strategic Plan, Transportation Master Plan
- **Required:**  
N/A
- **Council Request:**  
N/A
- **Other Key Facts:**
  - King County Metro launched the pay-as-you-go payment structure in the summer of 2020.
  - We have paid a total of \$9533 in monthly transit invoices under the current contract.
  - The City started its first vanpool in October 2022.

- The current contract expires on 7/31/24.
- In conjunction with the 2 Line opening, ORCA cards can now be used for both personal trips and commuting for a six-month pilot. We will monitor cost and usage and determine if we implement the pilot project.

**OUTCOMES:**

This agreement allows the City of Redmond to continue to purchase and distribute ORCA cards to City employees for transit and vanpool services provided by the participating transit agencies, thereby helping to reduce traffic congestion, energy consumption, air pollution and vehicle miles traveled.

Some benefits of renewing this contract include:

- Unlimited trips on all services other than Washington State Ferries. Includes: transit, rail, and streetcar.
- Guaranteed ride home.
- Continued “Pay as we go” model.
- Compliance with both State Community Trip Reduction (CTR) laws and the city’s mobility management plan (mmp) goals.
- Vanpool fares for employees are fully covered.

This renewal would ensure continuity in transportation benefits for employees commuting to work and as they continue to return to riding transit. Opening City issued ORCA cards for personal usage also allows employees to expand their comfort and use of transit and capitalize on light rail as it has expanded into Redmond.

**COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:**

- **Timeline (previous or planned):**  
N/A
- **Outreach Methods and Results:**  
N/A
- **Feedback Summary:**  
N/A

**BUDGET IMPACT:**

**Total Cost:**

The total cost of the services is forecasted not to exceed a maximum of \$30,000. The ORCA contract renewal was included within the adopted budget for the Commuter Assistance Office.

**Approved in current biennial budget:**      ☒ **Yes**      ☐ **No**      ☐ **N/A**

**Budget Offer Number:**

0000034 - Mobility of People and Goods

**Budget Priority:**  
Vibrant and Connected

**Other budget impacts or additional costs:** ☐ Yes ☒ No ☐ N/A

**If yes, explain:**

N/A

**Funding source(s):**

100 General Fund

**Budget/Funding Constraints:**

N/A

☐ Additional budget details attached

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
	Item has not been presented to Council	N/A

**Proposed Upcoming Contact(s)**

Date	Meeting	Requested Action
7/16/2024	Business Meeting	Approve

**Time Constraints:**

Our current contract expires on July 31, 2024.

**ANTICIPATED RESULT IF NOT APPROVED:**

If this agreement is not approved, we would need to seek alternatives to comply with the approved City Commute Trip Reduction Plan and the mobility management plan commitments. With the continued pay-as-you-go model, the City would meet CTR compliance while only paying for the transit and vanpool rides taken by staff.

**ATTACHMENTS:**

Attachment A-ORCA Business Passport Agreement