

**BEN FRANKLIN TRANSIT  
AND  
WASHINGTON STATE UNIVERSITY TRI-CITIES TRANSPORTATION PASS  
AMENDMENT NO. 1 to AGREEMENT #1373**

**Purpose of the Amendment**

BFT has received requests from both CBC and WSU to extend the College Pass Program to eligible Dial-a-Ride clients who are enrolled in these two higher education institutions. Both institutions collect activity fees from all registered students from which a portion is used to reimburse BFT for transit services that are provided. Students who are not physically able to use BFTs fixed route services have voiced concern about the inequity of not permitting their student IDs to be honored on comparable public transportation services. BFT did a cursory investigation of both WSU and CBC Dial-a-Ride usage and determined that the financial impacts were insignificant.

**Text change required to accommodate the request.**

**Existing language.**

5.5 *Transit Access.* BFT shall allow each student, faculty and staff member displaying a valid WSU-PASS Sticker on his/her valid WSU ID card to ride on all parts of the fixed route bus and CONNECT system, excluding paratransit services, without additional charge. WSU-PASS Stickers are not valid on any other agency’s system or special event services operated by BFT. BFT shall honor each WSU-PASS sticker issued under this Agreement.

**Proposed language.**

5.5 *Transit Access.* BFT shall allow each student, faculty and staff member displaying a valid WSU-PASS Sticker on his/her valid WSU ID card to ride on all parts of the fixed route bus CONNECT system, and paratransit services without additional charge. WSU-PASS Stickers are not valid on any other agency’s system or special event services operated by BFT. BFT shall honor each WSU-PASS sticker issued under this Agreement.

**All other provisions of the Agreement shall remain in place.**

WASHINGTON STATE UNIVERSITY      BEN FRANKLIN TRANSIT

Approved By:

Signature:   
Name: Heather Davison  
Title: Contract Manager, PACS  
Date: 5/4/2023

Signature:   
Name: Rachelle Glazier  
Title: General Manager  
Date:

Recommended By:

Signature:   
Name: Scott Tomren  
Title: Director, Campus Safety/Security  
Date: 5/5/2023

Signature:   
Name: Kevin Sliger  
Title: Chief Planning & Development Officer  
Date:

# Memorandum

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Date: April 13, 2023

To: Rachelle Glazier, General Manager

From: Kevin Sliger, Chief Planning and Development Officer

Re: Amend Ben Franklin Transit and Washington State University Tri-Cities Transportation Pass Agreement #1373

## **Background**

On August 1, 2022, Ben Franklin Transit (BFT) entered into a contract with Washington State University Tri-Cities (WSU) to offer a College Pass Program. BFT has received requests from both Columbia Basin College (CBC) and WSU to extend the College Pass Program to eligible Dial-A-Ride (DAR) clients who are enrolled in these two higher education institutions. Both institutions collect activity fees from all registered students. A portion of the fees collected is used to reimburse BFT for transit services that are provided. Students who are not physically able to use BFT's fixed route services have voiced concern about the inequity of not permitting their student IDs to be honored on comparable public transportation services. BFT evaluated DAR usage of both WSU and CBC and determined that the financial impacts were insignificant.

The following language is included in the **current** Agreement #1373:

- 5.5 *Transit Access.* BFT shall allow each student, faculty and staff member displaying a valid WSU-PASS Sticker on his/her valid WSU ID card to ride on all parts of the fixed route bus and CONNECT system, **excluding** paratransit services, without additional charge. WSU-PASS Stickers are not valid on any other agency's system or special event services operated by BFT. BFT shall honor each WSU-PASS sticker issued under this Agreement.

The following **proposed** amendment modification language is included to accommodate the DAR request:

- 5.5 *Transit Access.* BFT shall allow each student, faculty and staff member displaying a valid WSU-PASS Sticker on his/her valid WSU ID card to ride on all parts of the fixed route bus, CONNECT system, **and** paratransit services without additional charge. WSU-PASS Stickers are not valid on any other agency's system or special event services operated by BFT. BFT shall honor each WSU-PASS sticker issued under this Agreement.

All other provisions of the Agreement shall remain unchanged. Once approved by the Board, the following items will be addressed:

- Add WSU pass button to DAR/MTD (Rangers)
- Get information out to Dial-A-Ride drivers about allowable passes, including Via/CONNECT
- Update the semester invoicing process (Finance)

**Funding**

Budgeted: Local (minor change in amount and method of fare collection, potentially offset by an increase in ridership).

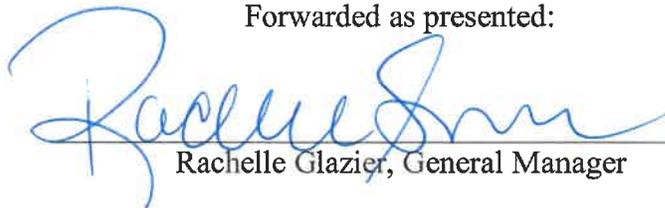
Budget Source: N/A

Funding Source: N/A

**Recommendation**

BFT staff recommend the Board of Directors authorize the General Manager to amend Agreement #1373 and ratify an amendment that is approved by both parties.

Forwarded as presented:



Rachelle Glazier, General Manager

**BEN FRANKLIN TRANSIT  
RESOLUTION 11-2023**

**A RESOLUTION TO AMEND BEN FRANKLIN TRANSIT AND WASHINGTON STATE  
UNIVERSITY TRI-CITIES TRANSPORTATION PASS AGREEMENT #1373**

WHEREAS, the Board approved Ben Franklin Transit and Washington State University Tri-Cities Transportation Pass Agreement #1373 on August 1, 2022; and

WHEREAS, this agreement specifically allowed the valid WSU photo ID to serve as a BFT fare medium on all BFT fixed route and CONNECT services but excluded paratransit services; and

WHEREAS, WSU has a desire to provide equitable incentives and benefits to all of their students, faculty, and staff which promote non-single occupancy vehicle (SOV) commuting; and

WHEREAS, WSU Tri-Cities utilizes administrative funds and student activity fees to adequately cover the cost of providing BFT services per boarding basis; and

WHEREAS, students who are not physically able to use fixed route services have voiced concern to WSU administrators about the inequity of not permitting their student IDs to be honored on comparable public transportation services;

NOW, THEREFORE, BE IT RESOLVED BY THE BEN FRANKLIN TRANSIT BOARD OF DIRECTORS THAT:

1. An amendment to Ben Franklin Transit and Washington State University Tri-Cities Transportation Pass Agreement #1373 be submitted that replaces the word “excluding” paratransit services with the word “and” paratransit services so that section 5.5 of the agreement shall read:
  - 5.5 *Transit Access.* BFT shall allow each student, faculty and staff member displaying a valid WSU-PASS Sticker on his/her valid WSU ID card to ride on all parts of the fixed route bus, CONNECT system, **and** paratransit services without additional charge. WSU-PASS stickers are not valid on any other agency’s system or special event services operated by BFT. BFT shall honor each WSU-PASS sticker issued under this Agreement.
2. The General Manager be authorized to ratify an amendment to the Agreement that is approved by both parties.

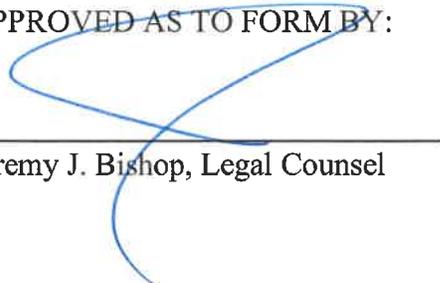
APPROVED AT A REGULAR BEN FRANKLIN TRANSIT BOARD OF DIRECTORS meeting held Thursday, April 13, 2023, at 7122 W. Okanogan Place Building E, Room 303, Kennewick, Washington.

ATTEST:

  
Janet M. Brett, Clerk of the Board

  
Will McKay, Chair

APPROVED AS TO FORM BY:

  
Jeremy J. Bishop, Legal Counsel