

School Board Briefing/Proposed Action Report



Informational (no action required by Board) **Action Report** (Board will be required to take action)

DATE: September 21, 2016
FROM: Dr. Larry Nyland, Superintendent
LEAD STAFF: Pegi McEvoy, Asst. Superintendent, Operations,
pmcevoy@seattleschools.org
Kathy Katterhagen, Director of Logistics, kkatterhagen@seattleschools.org

I. TITLE

Approval of the agreement between King County and Seattle Public Schools for purchase of ORCA Business Passport Products (Metro Transportation) **For Introduction:** September 21, 2016
For Action: October 12, 2016

II. WHY BOARD ACTION IS NECESSARY

The proposed one year agreement totals \$2,636,236.16, which is in excess of \$250,000, requiring School Board approval, per Policy No. 6220, Procurement. The proposed agreement, if approved, will be executed promptly and services will be provided starting retroactively to September 1, 2016.

III. FISCAL IMPACT/REVENUE SOURCE

The one-year agreement will total \$2,636,236.16, funded from the General Fund. State transportation funding will provide 100% coverage of the cards issued by the Seattle Public Schools Transportation Department.

No long-term fiscal commitment; annual approval is required.

Proposed action aligns with District's strategic, academic, and fiscal plans by minimizing operation costs.

Expenditure: One-time Annual Other Source

IV. POLICY IMPLICATION

This motion is in alignment with Policy No. 0010, Instructional Philosophy, because student transportation is considered an integral element to ensure that all students receive an education that meets the goals enumerated in the District's Instructional Philosophy.

This motion is in alignment with Policy No. 6220, Procurement, because it uses sound business and financial practices that support the delivery of desired services and goods. Further, the policy is being followed by seeking Board approval where the value exceeds \$250,000.

This motion is in alignment with Policy Nos. 6600-6620, Transportation, as the proposed contract provides multiple services enumerated in transportation policies promulgated by the Board.

V. RECOMMENDED MOTION

I move that the School Board authorize the Superintendent to execute a contract with King County for \$2,636,236.16 in the form of the Agreement attached and presented to the School Board, with any minor additions, deletions, and modifications deemed necessary by the Superintendent, and to take any necessary actions to implement the contract.

VI. BOARD COMMITTEE RECOMMENDATION

This motion was reviewed at the Operations Committee meeting on September 15, 2016. The Committee moved this item forward to the full Board with a recommendation for approval.

VII. BACKGROUND INFORMATION

SPS students have been using King County Metro transportation for more than 19 years.

In an effort to improve customer service and help contain costs for its users, King County developed an ORCA Business Passport Product, where annual costs are based on actual student-per-ride usage from the prior year. All cards are funded for the full school year unless a student loses their eligibility and at that time their card will be electronically blocked. During the 2016-2017 school year, the student's per month cost is projected to be about \$31 per month compared to Metro's retail youth fare of \$54 per month.

The 2016-2017 per student ORCA card price is approximately \$310 annually. The full contract amount of \$2,636,236.16 includes the initial ORCA cards issued at the start of school, new issues throughout the year, and the cost for cards re-issued due to being damaged, lost, or stolen.

Student ORCA cards provide full fare public transportation throughout the school year for regular bus services on Community Transit, Everett Transit, King County Metro, Kitsap Transit, Pierce Transit, and Sound Transit. Regular service is also provided on Sound Transit Link light rail, Sounder Train, Seattle Streetcar, King County Water Taxi, and Kitsap Transit Foot Ferry. Access Transportation is also provided on Kitsap Transit and Metro Transit for eligible riders.

A separate ORCA program for students was piloted last school year beginning in February 2016. The purpose of the program was to enhance ORCA ridership for low income students and was a joint venture between the City of Seattle, Metro and the district. Although some students were able to take advantage of the program, the city determined that more students could be supported. Therefore, the city is expanding eligibility requirements outside of the district's service standards for the 2016-17 school year to include students living under 1 mile from school. Because of the expansion, the city will be managing the program including determining eligibility. Students and families will need to contact the City of Seattle directly to participate in the program. The program specifics are still being finalized and as soon as the information is available, it will be posted on the Seattle Public Schools Transportation website.

VIII. STATEMENT OF ISSUE

The contract price for this proposed service is \$2,636,236.16, which exceeds the \$250,000 threshold outlined in Board Policy No. 1010, Procurement.

The contract is being executed by King County on behalf of all agencies that participate in ORCA Services. The calculation of the total contract amount is based on the use with all agencies by Seattle Public Schools students. An explanation of this is found on page 17 of the contract, in Attachment 1.

IX. ALTERNATIVES

1. Not approve this contract. This is not recommended because there is no other public transportation alternative.
2. Increase the use of yellow bus transportation. This is not recommended as it will significantly increase overall transportation costs.

X. RESEARCH AND DATA SOURCES / BENCHMARKS

N/A

XI. TIMELINE FOR IMPLEMENTATION / COMMUNITY ENGAGEMENT

Upon approval of this motion, the proposed agreement will be executed promptly and services will be provided starting retroactively to September 1, 2016.

XII. ATTACHMENTS

- Agreement for purchase of ORCA Business Cards and ORCA Business Passport Products (for approval)