

1 **Jefferson Transit Authority**
2 **Resolution No. 15-14**
3 **Adopting a Policy for Vanpool Pricing**

4
5 **A RESOLUTION** of the Board of Directors of the Jefferson County Public
6 Transportation Benefit Area, hereinafter called the "Authority", adopting a
7 Policy for Vanpool Pricing for Vanpools.

8
9 **WHEREAS**, Staff has identified a rate structure for vanpools that sustains the
10 current program and is consistent with requirements specified by the Washington State
11 Department of Transportation's Vanpool Investment Program; and

12
13 **WHEREAS**, Jefferson Transit Finance Department will annually review the cost
14 model and Actual Operating Costs to ensure these costs are covered and provide
15 funding to pay the match for a grant for a replacement van; and

16
17 **WHEREAS**, If the costs no longer meets the above requirements, this pricing
18 structure will be revised;

19
20 **NOW, THEREFORE, BE IT RESOLVED** that the Jefferson Transit Authority
21 Board does hereby adopt the attached Policy for Vanpool pricing for Vanpools, to be
22 implemented October 1, 2015: and

23
24 **BE IT FURTHER RESOLVED** that the attached policy supersedes the Vanpool
25 Policy that was adopted on July 1, 2009.

26
27 **CERTIFICATION**

28
29 The undersigned duly qualified Clerk of the Board, acting on behalf of the
30 Jefferson County Public Transportation Benefit Area, certifies that the foregoing is a true
31 and correct copy of a resolution adopted at a legally convened meeting of the Jefferson
32 Transit Authority Board held on this 18th day of August, 2015.



Chair



Member



Member



Vice-Chair



Member

Attest:


Clerk of the Authority

Title: Policy for Vanpool Pricing	Resolution: 15-14
Author: Sara Crouch, Finance Manager	Effective Date: October 1, 2015 Resolution 15-14 (Supersedes policy adopted by Res 9-14)



Jefferson Transit Authority

Policy for Vanpool Pricing

Resolution Date: August 18, 2015
(Pricing Effective Date: October 1, 2015)

PURPOSE

It is the intent of this policy to set pricing for the Jefferson Transit vanpool program that sustains the current program. In order to sustain the current program, the pricing must cover the operating costs of the program and provide enough revenue for the capital funding match for a vanpool replacement grant. The pricing policy must also be compliant with the Washington State Department of Transportation's Vanpool Investment Program.

SCOPE

The pricing structure described below will apply to all Vanpools operated by Jefferson Transit beginning October 1, 2015.

Pricing Structure:

1. All Vanpools will be charged a \$400 flat rate fee per month.
2. All Vanpools will be charged a per commute mile charge of \$0.32 per mile.
3. All Vanpools will be charged a 2.9% Administration Fee which will be used to recover the costs of using a third in order for Vanpools to utilize debit/credit card payment option.

Jefferson Transit Finance Department will annually review the Fully Allocated Costs utilizing the fully allocated cost model and the Actual Operating Costs (repair labor and parts, fuel) based on information provided in the current maintenance software program. If the costs no longer meet the requirement to cover operating costs and provide capital funding to pay the match for a grant for a replacement van, this pricing structure must be revised.