



City of Regina

November 20, 2020

## U-Pass Program

# Memorandum of Intent

The purpose of this memorandum is to set out high level terms and conditions with the Saskatchewan Indian Institute of Technology (“SIIT”) and the City of Regina (the “**Transit Department**”) to fund a Universal Bus Pass (“**U-Pass**”) at SIIT. All the terms, conditions, covenants and representations between the parties relating to this proposed transaction must be reflected in definitive agreements executed by both parties before any binding contract or agreement will be deemed to exist whatsoever.

The following terms represent the intentions of the parties:

1. **Fees:**

SIIT will set student fees based on the price of the program from the Transit Department. SIIT will be responsible for collecting fees from students and will handle any exemptions.

2. **Passes:**

SIIT will notify the Transit Department of any lost or stolen passes so they can be deactivated.

The Transit Department will supply SIIT with bus passes that will act as both ID and a bus pass in one.

SIIT will provide the Transit Department data of numbers students that have a U-Pass and students that have been removed from the list of active U-Pass users.

4. **Payment:**

SIIT will pay the Transit Department two (2) lump sum payments for the U-Pass program, paid 60 days after each semester in fall and winter (approximately November 1 and March 15). SIIT’s first year total payment is \$36,000 (\$18,000 per semester).

5. **Agreement Length and Duration:**

Two (2) year agreement - September 1, 2021 to June 30, 2023.

The U-Pass to be only active during the fall/winter semesters. Students will receive approximately five (5) months of bus service per semester.

SIIT will provide the Transit Department with the start dates for the fall/winter semesters so the Transit Department knows in advance.

6. **Increase in Fees:**

Starting September 2022, 3% increase will be applied on the lump sum charges for the life of the agreement.

**7. Approval:**

An overall agreement must be approved by SIIT Senior Management and City of Regina Council.

This MOI constitutes a summary of discussion items only and does not create any legally binding rights or obligations whatsoever. In particular, no party shall have any binding rights or obligations until such time that this transaction has been approved by the mentioned parties in point 7 above, and the parties have negotiated, signed and delivered the definitive agreement.

As the parties are in agreement with the terms described in this MOI, please indicate acceptance by signing this MOI where indicated and returning an original copy to the City of Regina.

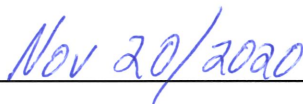


Brad Bells  
Director of Transit & Fleet  
City of Regina



VP, Employee & Student Services

Cherylee Truitt  
Director of Learning Services  
Saskatchewan Indian Institute Technology



Date

November 30, 2020

Date