



# Bus to Work Program Q & A



## *Why ride the bus?*

- Saves money on gas, parking, vehicle maintenance and auto insurance.
- Saves commute time: buses use special express lanes and ramp meter bypass lanes.
- Promotes healthier, more sustainable transportation options.
- Provides a positive environmental and energy conservation impact.

## *What is the Capitol Complex Metropass card?*

- Annual, non-transferable picture identification bus card.
- Available to state, federal and legislative employees working on the Capitol Complex.
- Issued annually.
- Provides unlimited bus rides on any regional bus route.
- Good 24 hours a day, 7 days a week, 365 days a year.
- Can be used for peak, express and downtown fare zones.

## *What does the Capitol Complex Metropass card cost?*

- \$20.77 per bi-weekly pay period or \$45.00 per month for contract year (December 1 thru November 30) for Capitol Complex state employees.
- \$45.00 monthly for non-payroll deduction legislative employees.

(Costs are subject to change)

## *Who can purchase the Capitol Complex Metropass card?*

- You must be a Capitol Complex state, federal or legislative employee working in buildings under Plant Management's custodial control.
- Full time/part time, permanent/temporary, interns and student workers are eligible.
- Contact Plant Management division to determine your eligibility.

*If I already have a parking contract on the Capitol Complex, can I also get a Metropass card?*

- Yes. Taking the bus even a few days a week can save wear and tear on you, your car and our environment.

*Can I use the pre-tax transit account for the Capitol Complex Metropass card?*

- Yes. If you pay for your card through a payroll deduction in the state's personnel/payroll system, the deduction is automatically made using pre-tax dollars.

*Can I purchase a Capitol Complex Metropass card for my family members?*

- No. Because the discount incentives are subsidized for state employees, these cards are available only to state employees as noted above.

*Is there a simple way to get between the Capitol Complex and downtown St. Paul?*

- Yes. Take Metro Transit's Route 16A.
- Route 16A runs about every eight to ten minutes.
- Route 16A runs between downtown St. Paul and Capitol Complex locations.

*Can I get between the Capitol Complex and downtown Minneapolis?*

- Yes. Take Metro Transit's Route 94B.
- Route 94B runs about every 15 minutes.
- You do not have to go to downtown St. Paul to catch the 94B. The 94B stops in front of the Armory (south of Centennial Office Building); in front of the State Office Building on Rev. Dr. MLK Jr. Blvd., and on the NE corner of University Avenue and Rice Street.

*Where can I get bus route and schedule information?*

- Visit the Metro Transit web site at <http://www.metrotransit.org> or call them at 612.373.3333.

*What if I have to get home quickly on a day I've ridden the bus?*

- Visit the Metro Transit Commuter Services web site at <http://www.metrocouncil.org/transit/index.asp> or call 651.602.1602 for guaranteed ride home information.

*Apply for Capitol Complex Metropass bus card at:*

## **PLANT MANAGEMENT DIVISION**

**50 Sherburne Avenue, Room G-10**

**St. Paul, MN 55155**

**651.201.2300**

Between the hours of 7:00 a.m. and 4:30 p.m., Monday-Friday

Be certain to bring your 8-digit employee ID number!