



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Stephanie Pollack, MassDOT Secretary and CEO and MPO Chair
Karl H. Quackenbush, Executive Director, MPO Staff

MEMORANDUM

DATE December 1, 2016
TO Boston Region Metropolitan Planning Organization
FROM Karl H. Quackenbush, Executive Director
RE Work Program for MetroWest Regional Transit Authority 2017 Transit Planning Assistance

Action Required

Review and approval

Proposed Motion

That the Boston Region Metropolitan Planning Organization (MPO), upon the recommendation of the MetroWest Regional Transit Authority (MWRTA), vote to approve the work program for MetroWest Regional Transit Authority 2017 Transit Planning Assistance presented in this memorandum

Project Identification

Unified Planning Work Program Classification

Agency and Other Client Transportation Planning Studies and Technical Analyses

CTPS Project Number

12325

Client

MWRTA
Project Supervisor: Edward Carr

CTPS Project Supervisors

Principal: Annette Demchur
Manager: Thomas J. Humphrey

Funding

MWRTA Contract

Impact on MPO Work

The MPO staff has sufficient resources to complete this work in a capable and timely manner. By undertaking this work, the MPO staff will neither delay the completion of nor reduce the quality of any work in the Unified Planning Work Program.

Background

In 2013, Central Transportation Planning Staff (CTPS) conducted a study that reviewed the MWRTA's fixed-route bus network, explored potential markets for MWRTA expansion, and provided service planning assistance to identify potential improvements to MWRTA routes and schedules. Since 2013, the MWRTA has implemented several changes to its service network and schedules. As the MWRTA approaches the end of its tenth year of service, the authority is considering future changes and has requested that CTPS conduct an updated evaluation of the MWRTA's fixed-route service.

Objectives

The primary objective of this study is to support the MWRTA's service planning efforts through activities such as the following:

- Evaluating existing transit service utilizing ridership data, schedule adherence data, and information concerning community requests for service supplied by the MWRTA
- Analyzing changes to ridership and travel times since the 2013 CTPS study
- Identifying potential improvements to current routes and schedules
- Reviewing the potential for specific route changes or route expansion proposed by the MWRTA, as the authority considers new services, to meet untapped demand and relieve traffic congestion

Work Description

The work required to accomplish the study objectives will be divided into two primary tasks. The first will summarize existing conditions and changes to MWRTA fixed-route service that have occurred since the previous CTPS study. The second will analyze potential changes to service and routes.

Task 1 Review Existing Ridership and Schedule Performance

CTPS will assist the MWRTA in reviewing and analyzing ridership reports generated from the MWRTA's electronic fare boxes. CTPS will compare these ridership data to data collected by similar methods for the 2013 study. CTPS will document changes in ridership at the individual route level to identify areas

where ridership has increased or declined. CTPS will also review on-time performance data generated by MWRTA's global positioning system and document any changes to on-time performance of buses.

Product of Task 1

A technical memorandum summarizing changes in MWRTA ridership and service delivery patterns since 2013, including a review of ridership increases or decreases by route and route segment, where applicable

Task 2 Assist the MWRTA in Planning Route Changes

Utilizing the analysis conducted in Task 1, as well as other data sources such as population data and community requests for service, CTPS will assist the MWRTA in developing possible changes to existing service schedules to improve performance. Recommendations may include, but not be limited to, end-to-end combinations of connecting routes, separation of existing routes into shorter ones, and changes in route coverage to serve new trip generators.

Product of Task 2

A technical memorandum summarizing each route evaluation and all service recommendations made to the MWRTA

Estimated Schedule

It is estimated that this project will be completed seven months after work commences. The proposed schedule, by task, is shown in Exhibit 1.

Estimated Cost

The total cost of this project is estimated to be \$46,000. This includes the cost of 12.9 person-weeks of staff time, overhead at the rate of 102.7 percent, and other direct costs. A detailed breakdown of estimated costs is presented in Exhibit 2.

KQ/TJH/tjh

Exhibit 1
ESTIMATED SCHEDULE
MetroWest Regional Transit Authority 2017 Transit Planning Assistance

Task	Month						
	1	2	3	4	5	6	7
1. Review Existing Ridership and Schedule Performance	A						
2. Assist the MWRTA in Planning Route Changes	B						

Products/Milestones

- A: Technical Memorandum
- B: Technical Memorandum

Exhibit 2
ESTIMATED COST
MetroWest Regional Transit Authority 2017 Transit Planning Assistance

Direct Salary and Overhead	\$46,000
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Task	Person-Weeks					Direct Salary	Overhead (102.70%)	Total Cost
	M-1	P-5	P-4	P-3	Total			
1. Review Existing Ridership and Schedule Performance	0.0	3.0	0.0	0.0	3.0	\$5,577	\$5,728	\$11,305
2. Assist the MWRTA in Planning Route Changes	2.3	5.6	1.0	1.0	9.9	\$17,116	\$17,578	\$34,695
Total	2.3	8.6	1.0	1.0	12.9	\$22,693	\$23,306	\$46,000

Other Direct Costs	\$0
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TOTAL COST	\$46,000
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Funding
 MWRTA Contract