



## BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Richard A. Davey, MassDOT Secretary and CEO and MPO Chairman  
Karl H. Quackenbush, Executive Director, MPO Staff

### MEMORANDUM

**DATE** February 7, 2013  
**TO** Boston Region Metropolitan Planning Organization  
**FROM** Karl H. Quackenbush  
CTPS Executive Director  
**RE** MetroWest Regional Transit Authority Transit Planning Assistance

#### Action Required

Review and approval

#### Proposed Motion

That the Boston Region Metropolitan Planning Organization vote to approve the work program for MetroWest Regional Transit Authority Transit Planning Assistance in the form of the draft dated February 7, 2013.

#### Project Identification

##### Unified Planning Work Program Classification

Planning Studies

##### CTPS Project Number

53312

##### Client

Boston Region Metropolitan Planning Organization

##### CTPS Project Supervisors

*Principal:* Annette Demchur

*Manager:* Jonathan Belcher

##### Funding

MPO §5303 Contract #75364

## Impact on MPO Work

This is MPO work and will be carried out in conformance with the priorities established by the MPO.

## Background

In 2008 and 2009, CTPS conducted a study that reviewed the MetroWest Regional Transit Authority (MWRTA) fixed-route network, explored potential markets for MWRTA expansion, and provided service planning assistance to identify potential improvements to MWRTA routes and schedules. The MWRTA has implemented several of the service changes recommended in that study and has made additional changes to their service network over the past few years. As the MWRTA approaches its sixth year of service, the authority is considering future changes and has requested that CTPS conduct an updated evaluation of their fixed-route service.

## Objectives

The primary objective of this study is to support MWRTA's service planning efforts. To do so, CTPS will:

- Evaluate existing transit service utilizing ridership data, schedule adherence data, and information concerning community requests for service supplied by MWRTA
- Analyze changes that have occurred to ridership and travel times since the 2009 CTPS study
- Identify potential improvements to present routes and schedules
- Review 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 project objectives will be divided into two primary tasks and will include a summary of existing conditions and changes to MWRTA fixed-route service that have occurred since the original CTPS study for the MWRTA and an analysis of possible service and route changes was performed.

### Task 1 Review Existing Ridership and Schedule Performance

CTPS will assist the MWRTA in reviewing and analyzing ridership reports generated from MWRTA's electronic fareboxes. CTPS will also review on-time-performance data generated by MWRTA's GPS system. CTPS will compare these ridership data to data manually collected by CTPS in 2008 and 2009 to ensure that there is consistency in the type of data collected. CTPS will document changes in ridership at the individual route level to identify areas were

ridership has increased and where ridership may have declined. CTPS will also document any changes in on-time performance.

*Product of Task 1*

A technical memorandum summarizing changes in MWRTA ridership and service delivery patterns since 2008, 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. In addition, CTPS will evaluate possible route changes that may include, but not be limited to:

- Route expansion to Hudson, Wellesley, or Westborough
- Possible route changes in Framingham and Natick to accommodate the MWRTA's proposal to relocate their Central Hub.

*Products of Task 2*

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

**Estimated Schedule**

It is estimated that this project will be completed 12 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 \$30,000. This includes the cost of 11.1 person-weeks of staff time and overhead at the rate of 96.58 percent. A detailed breakdown of estimated costs is presented in Exhibit 2.

KQ/JB/jb

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

Task	Month												
	1	2	3	4	5	6	7	8	9	10	11	12	
1. Review Existing Ridership and Schedule Performance													
2. Assist the MWRTA in Planning Route Changes													

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Products/Milestones

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

<b>Direct Salary and Overhead</b>	<b>\$30,000</b>
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Task	Person-Weeks			Direct Salary	Overhead (96.58%)	Total Cost
	M-1	P-4	Total			
1. Review Existing Ridership and Schedule Performance	1.0	3.0	4.0	\$5,480	\$5,293	\$10,773
2. Assist the MWRTA in Planning Route Changes	2.0	5.1	7.1	\$9,781	\$9,446	\$19,227
Total	3.0	8.1	11.1	\$15,261	\$14,739	\$30,000

<b>Other Direct Costs</b>	<b>\$0</b>
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<b>TOTAL COST</b>	<b>\$30,000</b>
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**Funding**  
MPO §5303 Contract #75364