



# BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

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Executive Director, MPO Staff

The Boston Region MPO is  
composed of:

Massachusetts Department of  
Transportation  
Metropolitan Area Planning Council  
Massachusetts Bay Transportation  
Authority Advisory Board  
Massachusetts Bay Transportation  
Authority  
Massachusetts Port Authority  
Regional Transportation Advisory  
Council  
City of Boston  
City of Beverly  
City of Everett  
City of Newton  
City of Somerville  
City of Woburn  
Town of Arlington  
Town of Bedford  
Town of Braintree  
Town of Framingham  
Town of Lexington  
Town of Medway  
Town of Norwood  
Federal Highway Administration  
(nonvoting)  
Federal Transit Administration  
(nonvoting)

## MEMORANDUM

**DATE** December 15, 2011  
**TO** Boston Region Metropolitan Planning Organization  
**FROM** Karl H. Quackenbush  
CTPS Executive Director  
**RE** Work Program for: Analysis of JARC and New Freedom Projects

### ACTION REQUIRED

Review and approval

### PROPOSED MOTION

That the Boston Region Metropolitan Planning Organization vote to approve the work program for the Analysis of JARC and New Freedom Projects in the form of the draft dated December 15, 2011.

### PROJECT IDENTIFICATION

#### Unified Planning Work Program Classification

Technical Support/Operations Analysis Projects

#### CTPS Project Number

13152

#### Client

Boston Region Metropolitan Planning Organization

#### CTPS Project Supervisors

*Principal:* Pam Wolfe

*Manager:* Alicia Wilson

#### Funding

MPO §5303 Contract #70172; MPO 3C Planning Contract #69965

## **IMPACT ON MPO WORK**

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

## **BACKGROUND**

Job Access and Reverse Commute (JARC) (49 U.S.C. Section 5316) and New Freedom (49 U.S.C. Section 5317) are federal formula grant programs whose eligible recipients are states and public bodies. The Massachusetts Department of Transportation (MassDOT) is the eligible recipient for the Boston urbanized area, which contains the Boston Region MPO area and four other MPO areas in Massachusetts. MPOs solicit and assess project proposals and recommend them to MassDOT, which then uses a competitive selection process to determine which proposals will be funded.

JARC provides grants to support the development and maintenance of projects designed to transport welfare recipients and eligible low-income individuals to and from jobs and activities related to employment. New Freedom provides grants for new public transportation services and public transportation alternatives that assist individuals with disabilities and go beyond the requirements of the Americans with Disabilities Act of 1990.

Since 2008, when the first request for proposals was made, nine agencies in the Boston Region MPO have received 18 JARC awards. Twelve have received 21 New Freedom awards. Some have received both JARC and New Freedom grants, and some grants fund additional years of previously funded projects. The projects include studies on how to facilitate coordination of existing transportation resources; identifying resource gaps and developing strategies for closing them; enhancing consumers' abilities to access and use transportation options; and planning for and operating paratransit services.

The final report on a Federal Transit Administration (FTA)–sponsored evaluation of JARC and New Freedom projects operational in FFYs 2007 and 2008 was published in November 2009. No MPO-recommended projects were operational during this period and there are no later published evaluations. Therefore, the intent of this project is to determine how effective the MPO's projects are in implementing and reaching their stated goals, how many people are actually being served, and if there are some types of projects the MPO should recommend over others.

## **OBJECTIVES**

The objectives of this work scope are:

1. To determine how effective funded projects have been in accomplishing proposed objectives.

2. To use this information to identify future projects to recommend and to encourage the use of best practices.
3. To use this information to update the Coordinated Public Transit Human-Services Transportation Plan.

## **WORK DESCRIPTION**

### **Task 1 Obtain Project Information**

Consultants developed a matrix of performance measures during the FTA-sponsored JARC and New Freedom evaluation. Customize this matrix for our purposes, in consultation with MassDOT's Rail and Transit Division. Based on initial review, it is expected that among the measures that will be used are one-way trips provided, cost per trip, customer contacts, persons trained, and number of vehicles added per number of trips. Under the auspices of MassDOT, request performance data from each MPO grant recipient.

#### ***Product) of Task 1***

A dataset of JARC and New Freedom project statistics.

### **Task 2 Determine Project Effectiveness in Accomplishing Goals**

Compile the JARC and New Freedom goals as stated by grantees. Then use the collected performance data to determine the effectiveness of each project in meeting its goals. Recipients whose projects cannot be quantified in this manner will be asked for descriptive narratives.

#### ***Product of Task 2***

A compilation of grantees' goals and an analysis of project effectiveness.

### **Task 3 Determine Best Practices**

Several projects have similar stated intents. Identify the projects that have met their goals and have good performance measure results. Determine which projects and practices have not produced good results. For similar types of goals and objectives, compare effectiveness results to determine the best practices, which could then be applied to future projects in the MPO region. Also identify activities that are ineffectual and should not be promoted.

***Product of Task 3***

A list of successful projects and the best practices used.

**Task 4 Edit Report and Produce Final Document**

Produce a final document combining the results of Tasks 1, 2, and 3, including a list of best practices and how they could be utilized in evaluating future grant applications and projects.

***Product of Task 4***

A final document combining the results of Tasks 1 through 3.

**ESTIMATED SCHEDULE**

It is estimated that this project will be completed six months after the notice to proceed is received. The proposed schedule, by task, is shown in Exhibit 1.

**ESTIMATED COST**

The total cost of this project is estimated to be \$20,057. This includes the cost of 6.3 person-weeks of staff time and overhead at the rate of 94.57 percent. A detailed breakdown of estimated costs is presented in Exhibit 2.

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Exhibit 1  
 ESTIMATED SCHEDULE  
 Analysis of JARC and New Freedom Projects

Task	Month					
	1	2	3	4	5	6
1. Obtain Project Statistics	■					
2. Determine Project Effectiveness			■			
3. Determine Best Practices					■	
4. Produce Final Document			■			

Exhibit 2  
 ESTIMATED COST  
 Analysis of JARC and New Freedom Projects

<b>Direct Salary and Overhead</b>	<b>\$20,057</b>
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Task	Person-Weeks			Direct Salary	Overhead (@ 94.57%)	Total Cost
	M-1	P-5	Total			
1. Obtain Project Statistics	0.1	1.0	1.1	\$1,799	\$1,701	\$3,501
2. Determine Project Effectiveness	0.1	2.5	2.6	\$4,250	\$4,019	\$8,270
3. Determine Best Practices	0.1	1.0	1.1	\$1,799	\$1,701	\$3,501
4. Produce Final Document	0.5	1.0	1.5	\$2,459	\$2,326	\$4,785
Total	0.8	5.5	6.3	\$10,308	\$9,748	\$20,057

<b>Other Direct Costs</b>	<b>\$0</b>
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<b>TOTAL COST</b>	<b>\$20,057</b>
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*Funding*  
 MassDOT §5303 Contract #70172; MPO 3C Planning Contract #69965