



# BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Monica Tibbits-Nutt, MPO Chair | Secretary and CEO, Massachusetts Department of Transportation  
Tegin Leigh Teich, Executive Director, MPO Staff

## WORK PROGRAM

### MBTA COUNT PROGRAM SUPPORT FFY 2024

FEBRUARY 15, 2024

#### Proposed Motion

The Boston Region Metropolitan Planning Organization (MPO) votes to approve this work program.

#### Project Identification

##### Unified Planning Work Program (UPWP) Classification

Agency and Other Client Transportation Planning Studies and Technical Analyses

**Project Number** 13817

##### Client

Massachusetts Department of Transportation (MassDOT) and Massachusetts Bay Transportation Authority (MBTA)

*Client Supervisor: Megan Willis-Jackson and Derek Krevat*

##### Project Supervisors

*Principal: Rose McCarron*

*Manager: Roger Roy*

##### Funding Source

MassDOT-Directed PL Funds

#### Schedule and Budget

**Schedule:** 7 months from notice to proceed

**Budget:** \$40,000

Schedule and budget details are shown in Exhibits 1 and 2, respectively.

#### Relationship to MPO Work

This study is supported in full with non-MPO funding. Committing MPO staff to this project will not impinge on the quality or timeliness of MPO-funded work.

## Background

The MBTA and MassDOT have asked the Central Transportation Planning Staff (CTPS) to conduct manual passenger counts in locations for which there is insufficient automated data on ridership. These data are required for diversion and special events planning. Of particular interest is ridership on the Green Line and commuter rail.

The MBTA installed an automated-fare-collection (AFC) system in 2007. While this system can be used to determine daily counts of boardings at rapid transit stations and on vehicles with fare-collection equipment, manual counts are still required to determine boardings by direction and in locations where there are no fare gates, such as the Green Line Extension (GLX) and parts of the commuter rail system.

## Objectives

The objective of this work program is to perform various forms of data collection on MBTA transit services including the following:

1. Green Line Passenger Counts

Passenger counts will be conducted at surface Green Line stations where AFC equipment is not installed, including the GLX Union Square and Medford Branches and other Green Line surface stations. Counts will proceed generally in order of stations with decreasing ridership. Counts may also be performed at Green Line underground stations as needed.

2. Commuter Rail Passenger Counts

Passenger counts will be conducted at surface commuter rail stations as requested. The primary focus may be on the Fairmount Line where counts would be performed both before and after the spring 2024 schedule is implemented.

## Work Description

### Task 1 Coordination

CTPS will coordinate with the MBTA as needed to discuss specific assignments, schedule data collection, review data, and coordinate on other topics related to the count program.

### Task 2 Collect Data

CTPS will carry out data-collection assignments as directed by MBTA staff and as the budget allows. The primary data-collection activity will be passenger counts as

described in the objectives above. CTPS will provide results of the data collection to the MBTA in digital form.

***Products of Task 2***

Passenger count data in spreadsheet format.

**Exhibit 1**  
**ESTIMATED SCHEDULE**  
**MBTA Count Program Support FFY24**

Task	Month						
	1	2	3	4	5	6	7
1. Coordination							
2. Collect Data							A

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Products/Milestones  
 A: Field Data

**Exhibit 2**  
**ESTIMATED COST**  
**MBTA Count Program Support FFY24**

<b>Direct Salary and Overhead</b>	<b>\$39,900</b>
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Task	Person-Weeks by Pay Grade				Direct Salary	Overhead (120.3%)	Total Cost
	G-8	G-2	G-1	Total			
1. Coordination	0.5	0.0	0.0	0.5	\$1,031	\$1,240	\$2,271
2. Collect Data	0.0	2.5	17.3	19.8	\$17,081	\$20,548	\$37,629
Total	0.5	2.5	17.3	20.3	\$18,112	\$21,788	\$39,900

<b>Other Direct Costs</b>	<b>\$100</b>
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Travel \$100

<b>TOTAL COST</b>	<b>\$40,000</b>
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**Funding**  
 MassDOT-Directed PL Funds

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[civilrights@ctps.org](mailto:civilrights@ctps.org)

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