



## BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

### MEMORANDUM

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#### 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)

**DATE** May 10, 2012

**TO** The Boston Region Metropolitan Planning Organization

**FROM** Alicia Wilson

**RE** JARC and New Freedom Grant Proposals Evaluation Process and Staff Recommendations

At the last meeting, the MPO requested additional information from grant applicants and a description of the process used by MPO staff to evaluate Job Access and Reverse Commute (JARC) and New Freedom grant proposals received by the MPO. The following discussion outlines the evaluation process.

The accompanying scoring matrix was developed during the first solicitation for proposals in 2008 and was used for this year's evaluation. Due to the diversity in grant proposals, all criteria in the matrix are not relevant to all current proposals so the matrix was adapted for each proposal. Points for inapplicable items were subtracted from the total possible points to obtain new totals. Proposals were evaluated only on applicable criteria. Each proposal, therefore, might not receive the maximum points allowed for each criterion. Information taken into consideration included well written project descriptions that conveyed significant information and details, adequate route descriptions, how well the proposed target population is currently served, and the applicant's self-evaluation procedures. Notes on other factors were made also.

Two MPO staff members evaluated each proposal giving points in the applicable areas. Since it was possible that the total achievable points were not the same for each proposal, total scores were normalized by tallying the proportion of the total score achieved to the total possible score for that application. The final score was calculated by averaging evaluators' scores.

The accompanying project matrices reflect staff recommendations with proposed projects listed in ranking order. These tables, as requested by the MPO, include the number of trips served, the ongoing project status, and whether a multiyear project can be funded for one year.

The matrices show that JARC requests are less than the total funds available for the Boston Urbanized Area (Salem/North Shore Career Center reduced their request to one year). Staff recommends the MPO forward all JARC requests to MassDOT.

New Freedom requests exceed total funds available. To further the MPO's project selection, staff identified four outcomes the MPO might value:

1. Funding projects with the highest ratings
2. Funding ongoing projects
3. Meeting the needs of the broadest geographic area possible
4. Funding as many recipients as possible

Considering these factors, staff recommends forwarding all projects with the exception of the MetroWest Regional Transit Authority New Freedom Call Center and to fund the MBTA project for a second year.

AW/aw

## Scoring Matrix

Questions	Points
<b>Project Needs, Goals, and Objectives</b>	<b>40</b>
Does the project address a transportation gap and/or barrier identified in the Coordinated Human-Services Transportation Plan	20
Does the project establish, preserve, or improve mobility for a target population?	10
What percentage of the region's target population is served by the project?	5
Does the applicant provide income and unemployment figures for the target population?	5
<b>Implementation Plan</b>	<b>20</b>
Does the applicant provide an implementation plan for the project, including key personnel and demonstration of the agency's ability to complete the project?	5
Does the applicant provide a timeline for completing the project?	5
Does the applicant identify available transportation operators in the project area?	5
What is the extent of the service provided by the project (Days and Hours)?	5
<b>Management Capability</b>	<b>25</b>
How long has the applicant been providing transportation service?	10
Does the applicant demonstrate the ability to comply with all FTA Certifications and Assurances?	10
Has the applicant previously served the target populations?	5
<b>Project Budget</b>	<b>15</b>
Did the applicant submit a letter of commitment or other proof of the matching funds?	5
Does the project leverage resources to the maximum possible extent?	5
Does the applicant provide methods to sustain service after the grant period?	5
<b>Coordination/ Program Outreach</b>	<b>15</b>
Does the project involve collaboration by at least one other group, not including the entity providing the matching funds?	10
Does the application include a letter of support from the involved entities?	5
<b>Program Effectiveness and Performance Indicators</b>	<b>5</b>
Is there a methodology identified to measure and evaluate the impact of the project in meeting its identified goals?	5
<b>Innovations</b>	<b>5</b>
Does the project contain innovative ideas that could be applied elsewhere?	5
<b>Total</b>	<b>125</b>

**JOB ACCESS AND REVERSE COMMUTE (JARC) PROPOSAL EVALUATION**

Applicant	Project Description	Project Type	Total Funds Requested	Local Match	Total Cost	On going	Multiyear Funding Essential	SFY 2013 Request	SFY 2014 Request	SFY 2015 Request	Target Population	Service Area	Trips/ Persons Served	Score
128 Business Council	<b>Alewife-A3-Rt. 128 Corridor Plan/Reverse Commute Program</b> , Expands shuttle service to parts of South Lexington and North Waltham from Alewife Station. The current vehicle is sometimes too full to accommodate all passengers so some people are left behind. Potential passengers are currently on a waiting list.	Capital and Operating	\$161,253	\$53,264	\$214,517	No	NA	\$161,253			Reverse commuters	South Lexington, North Waltham, MBTA area connecting at Alewife (5 stops)	2,400 trips/month	93%
128 Business Council	<b>Waltham Innovation-Rt. 128 Corridor Plan/Reverse Commute Program</b> Will provide shuttle service between Waltham Center station and the Prospect Hill section of Waltham. The Prospect Hill area is densely populated with office buildings and hotels. More than 100 families in the Transitional Assistance Program live in the area. The TMA has received inquiries about this type of service.	Capital and operating	\$122,999	\$42,942	\$165,941	No	NA	\$122,199			Reverse commuters and low income residents	Waltham (5 stops)	1,600 trips/month	79%
<b>MetroWest Regional Transit Authority (MWRTA) Two year Request</b>	<b>JARC Route 9 extended Service</b> from the Woodland Green Line Station to Westborough Technology Park, the service would link the MWRTA with the WRTA. Request includes funds for mobility management.	Capital and Operating	\$600,000	\$525,000	\$1,125,000	No		\$350,000	\$250,000		Reverse commuters into MetroWest	MetroWest, Route 9 corridor		62%
<b>Salem/North Shore Career Center (NSCC)**</b>  <b>New Freedom funds also requested for this project.</b>	<b>Mobility Management and Employment Express</b> Continue a subscription paratransit service providing access from across the North Shore to employment corridors in Salem, Peabody, and Danvers that are not served by the MBTA. Mobility management includes an advisory service for persons with disabilities and low-income individuals, helping them to access appropriate and affordable transportation throughout the North Shore. Expand services to include Beverly and Lynn and individuals who may no longer be eligible for THE RIDE.	Capital and Operating	\$254,080	\$204,915	\$468,705	Yes	NA	\$254,080			People with disabilities and low incomes	Beverly, Danvers, Lynn, Peabody, Salem	540 trips/month at end of FY12, 2,120 by end of FY13	61%
<b>MetroWest Regional Transit Authority</b>	<b>Wellesley Reverse Commute and Mobility Manager</b> Project will integrate Wellesley into the MWRTA. Will provide fixed route service between Woodland station on the Green Line and employment on Route 9 and Wellesley Square.	Capital and Operating	\$600,000	\$525,000	\$1,125,000	No		\$600,000			People who make reverse commutes from the Boston area into Wellesley	Newton, Wellesley, Natick and Framingham		49%
<b>Total Funds Requested</b>			<b>\$1,738,332</b>	<b>\$1,351,121</b>	<b>\$3,099,163</b>			<b>\$1,487,532</b>	<b>\$250,000</b>					
<b>Total Funds Available in the Boston Urbanized Area</b>			<b>\$2,135,106</b>					<b>\$2,135,106</b>						

\*Mobility management is defined by law as an eligible capital expense

\*\*Funding request reduced to one year

**NEW FREEDOM PROPOSAL EVALUATION (page 1 of 2)**

Applicant	Project Description	Project Type	Total Funds Requested	Local Match	Total Cost	On going	Multiyear Funding Essential	SFY 2013 Request	SFY 2014 Request	SFY 2015 Request	Target Population	Service Area	Trips/ Persons Served	Score
<b>Greater Lynn Senior Services (GLSS)</b> 3 years funding requested	<b>Reaching Beyond Borders: The GLSS Mobility Links Project,</b> A community-wide planning project to create a strategic plan to address mobility barriers across the region. The plan will integrate mobility management across 19 communities and improve efficiency through transportation coordination, reducing redundancy and increasing access and ridership to existing transportation as well as hidden resources to increase transportation options.	Capital, Mobility Management	\$559,159	\$172,803	\$731,962	No	No	\$204,218	\$174,851	\$180,090	Low-income, senior citizens, people with disabilities	19 communities on the North Shore	NA (planning study)	97%
<b>Greater Lynn Senior Services (GLSS)</b> 3 years funding requested	<b>Reaching Beyond Borders: The GLSS Mobility Links Project,</b> Continue operating and expand services to include 19 communities. The components of the project include a Travel Counseling Call Center, a volunteer driver program that focuses on meeting key transportation gaps, and a new kiosk pilot at 3 community locations where consumers work with travel coaches to plan trips, assess critical driving skills, and develop individualized training supports.	Capital and Operating	\$759,888	\$382,400	\$1,142,288	Yes	No	\$249,888	\$250,000	\$260,000	Low-income, senior citizens, people with disabilities	19 communities on the North Shore	833 trips/ month plus trips that fill gaps	95%
<b>Friendship Home</b> 3 years funding requested	<b>Wheels to Work,</b> Enhance opportunities for people with developmental disabilities to participate in job training, internships, and paid employment by providing transportation. Job sites include councils-on-aging, Habitat for Humanity project sites, South Shore Hospital, and shelters. A portion of the service area does not have THE RIDE or other means of public transportation.	Operating	\$78,100	\$78,100	\$156,200	No	No, but a 3-year commitment would make it easier to raise matching funds	\$25,500	\$26,350	\$26,250	People with disabilities, low income	Quincy to Plymouth, and west to Canton, Whitman, and Halifax (area is expanded as needed)	170 persons monthly	93%
<b>Cape Ann Transportation Authority (CATA)</b>	<b>Enhanced Medical Travel (EMET),</b> To provide enhanced mobility for people with disabilities who seek medical appointments in the Greater Boston region by coordinating with agencies such as Partners Healthcare and the Red Cross. The proposed project will research the availability of different non-RTA transportation services run by various agencies, and develop a prototype system that will provide EMET choices for people with disabilities and others who can co-ride by integrating route information of transportation offered by such services with CATA's fixed and paratransit routes.	Capital, Mobility Management	\$85,600	\$21,400	\$107,000	No	NA	\$85,600			Senior citizens, people with disabilities	Cape Ann area, northeast Massachusetts	Planning Study	89%
<b>MBTA</b> 3 years funding requested	<b>Taxi Vouchers for Paratransit Customers Program,</b> Proposes to improve mobility for paratransit customers by subsidizing non-ADA mandated trips via taxi. Trips could include same-day reservations, destinations from or to the new Premium Service area, or to connect to other RTAs. Service would be available 24 hours a day, 7 days per week.	Operating and Planning	\$389,707	\$282,955	\$672,662	No	No	\$142,336	\$115,429	\$131,942	People with disabilities	THE RIDE service area and perhaps beyond	1,120 trips/ month	81%
<b>Acton</b>	<b>LRTA Road Runner,</b> Acton currently offers four transportation services that are managed and dispatched by 3 different entities. The Road Runner Service, managed by the LRTA, is a paratransit service that can be used for many trip purposes including medical trips to Boston and Burlington. The LRTA has agreed to allow Acton to improve efficiency by dispatching the Road Runner van along with its COA van. However, Acton requires funding to pay the driver of the second van. Local control of the Road Runner is one of the first steps in consolidating the four services.	Operating	\$26,000	\$26,000	\$52,000	No	No	\$26,000			Senior citizens, people with disabilities	Primarily Acton	170 trips/ month	75%

**NEW FREEDOM PROPOSAL EVALUATION (page 2 of 2)**

Applicant	Project Description	Project Type	Total Funds Requested	Local Match	Total Cost	On-going	Multiyear Funding Essential	SFY 2013 Request	SFY 2014 Request	SFY 2015 Request	Target Population	Service Area	Trips/ Persons Served	Score
<b>MetroWest Regional Transit Authority (MWRTA)</b>	<b>Mobility Management and Training Support</b> Conduct mobility management activities to enhance transportation opportunities that exceed ADA requirements.	Capital	\$200,000	\$66,667	\$266,667	No	NA	\$200,000			Low-income, senior citizens, and people with disabilities	MetroWest service area		74%
<b>Acton 3 years funding requested</b>	<b>MinuteVan Dial a Ride</b> , Funds to continue operating the combination rail shuttle, dial-a-ride service and to implement the findings of a multi-town study and implement improvements to regional transportation coordination including vehicle dispatching and routing.	Operating	\$147,836	\$147,836	\$295,672	No	No	\$48,415	\$49,237	\$50,184	Low-income, senior citizens, and people with disabilities	Acton	350-400 trips/month	72%
<b>Acton</b>	<b>Mobility Manager</b> to serve as a communication link between transportation providers and users; both present and potential. The Manager would inventory and create a database of all public and private area transportation services and will also provide information to local businesses medical providers and municipalities about transportation options available.	Capital, Mobility Management	\$16,000	\$4,000	\$20,000	No	NA	\$16,000			Senior citizens, people with disabilities	Acton, Boxborough, Concord, Littleton, Maynard, Stow	Mobility Management	69%
<b>Salem/North Shore Career Center (NSCC) 3 years funding requested JARC funds also requested for this project.</b>	<b>Mobility Management and Employment Express</b> , a subscription paratransit service providing access from across the North Shore to employment corridors in Salem, Peabody, and Danvers. Mobility management includes an advisory service for persons with disabilities and low-income individuals, helping them to access appropriate and affordable transportation throughout the North Shore. Expand services to include Beverly and Lynn and individuals who may no longer be eligible for THE RIDE. (Also requested JARC funds for this project.)	Capital and Operating	\$254,080			Yes	NA	\$254,080			People with disabilities and low incomes	Beverly, Danvers, Lynn, Peabody, Salem	540 trips/month at end of FY12, 2,120 by end of FY13	61%
<b>MetroWest Regional Transit Authority (MWRTA)</b>	<b>New Freedom Call Center</b> Develop a paratransit call center at the new paratransit center. This will allow call taking, scheduling, dispatch, training, operations, and maintenance to be housed in one facility. The New Freedom funds will be used to provide the enhanced call center, training rooms and mobility management to enhance the existing paratransit operations.	Capital	\$600,000	\$150,000	\$700,000	No	NA	\$600,000			Low-income, senior citizens, and people with disabilities	MetroWest service area		58%
<b>New England Paralyzed veterans of America (NEPVA)</b>	<b>NEPVA Transportation Program:</b> Provide transportation to medical appointments and social events for disabled veterans.	Capital	\$44,000	\$11,000	\$55,000	No	NA	\$44,000			Non-service connected veterans with disabilities	New England		56%
<b>Total Funds Requested</b>			<b>\$3,160,370</b>	\$1,548,076	\$4,658,446			<b>\$1,896,037</b>	<b>\$616,469</b>	<b>\$648,027</b>				
<b>Total Funds Available in the Boston Urbanized Area</b>			<b>\$1,619,919</b>					<b>\$1,619,919</b>						

\*Mobility management is defined by law as an eligible capital expense