



**WORK PROGRAM
MBTA Parking Lot Counts
May 7, 2026**

Proposed Motion

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

Project Identification

Unified Planning Work Program (UPWP) Classification

Not listed in federal fiscal year (FFY) 2026 UPWP

Project Number 14384

Client

Massachusetts Bay Transportation Authority (MBTA)

Client Supervisor: Sandy Johnston

Project Supervisors

Principal: Rose McCarron

Manager: Bradley Putnam

Funding Source

FFYs 2026 and 2027 MassDOT-directed planning funds

Schedule and Budget

Schedule: 12 months from notice to proceed

Budget: \$30,000

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

The overhead rate used to calculate the budget is subject to change every July 1 based on the approved projected overhead rate for the state fiscal year (SFY).

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 is seeking to better understand how people access its service. One of the key ways that riders access the system is through parking private vehicles to begin their trips. The MBTA owns and operates parking lots and garages near many of its transit stations. Other parking facilities adjacent to MBTA stations are owned by municipalities or private entities. Data on parking capacity and utilization can assist the MBTA in planning. While the MBTA is able to gather data from its own parking facilities, it lacks data on parking capacity and utilization at facilities owned by others. MPO staff have collected data on non-MBTA lots in the past as part of the Congestion Management Process, cumulating in the Park-and-Ride Data Dashboard available on the MPO website. This data has not been updated since 2018.

Objectives

MPO staff will assist the MBTA by gathering data on parking capacity and utilization at facilities near MBTA stations that are owned by municipalities or private entities. These data will help the MBTA to better understand how riders access its services, and they could help to strengthen the MBTA's relationships with municipal and private partners.

Work Description**Task 1 Develop Sampling Plan**

Staff will review past data on parking capacity and utilization, determine whether old parking facilities have closed or new ones have opened, and work with the MBTA to prioritize which parking facilities to count. Staff will work with municipalities to understand the status of parking facilities and leverage any existing data held at the municipal level.

Products of Task 1

Sampling plan for counting parking facilities near MBTA stations

Task 2 Collect Data

Staff will count parking capacity and utilization in accordance with the sampling plan from Task 1.

Products of Task 2

Parking counts data

Task 3 Process Data

Staff will review and process parking counts as they are collected, submit them to the MBTA, and work with the MBTA to adjust the sampling plan as needed. Staff could conduct additional counts at the same facilities or count new facilities.

Products of Task 3

Revised sampling plan and additional counts as requested

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Boston Region MPO Title VI Specialist

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Boston, MA 02116

Phone: 857.702.3700

Email: civilrights@ctps.org

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Exhibit 1
ESTIMATED SCHEDULE
MBTA Parking Lot Counts

Task	Month												
	1	2	3	4	5	6	7	8	9	10	11	12	
1. Develop Sampling Plan	█												
2. Collect Data		█											
3. Process Data			█ A									█ B	

Products/Milestones

- A: Parking counts - Batch One
- B: Parking counts - Batch Two

Exhibit 2
ESTIMATED COST
MBTA Parking Lot Counts

Direct Salary and Overhead							\$28,500
Task	Person-Weeks by Pay Grade				Direct Salary	Overhead (122.59%)	Total Cost
	G-8	G-6	G-1	Total			
1. Develop Sampling Plan	1.0	1.5	0.0	2.5	\$4,706	\$5,769	\$10,475
2. Collect Data	0.0	0.0	6.3	6.3	\$5,611	\$6,879	\$12,490
3. Process Data	0.0	1.5	0.0	1.5	\$2,487	\$3,048	\$5,535
Total	1.0	3.0	6.3	10.3	\$12,803	\$15,696	\$28,500
Other Direct Costs							\$1,500
Travel							\$1,500
TOTAL COST							\$30,000

Funding

FFYs 2026 and 2027 MassDOT-directed planning funds