



Overview of the
**Recommendations for Federal Local
Transportation Logistics Report**

For
**The Regional Bus Subcommittee of the National
Capital Region Transportation Planning Board**

The report addresses the requirement for an analysis of “Federal local transportation logistics” as set forth in Executive Order 13514 Section 11

GSA was tasked to review and assess current policies and practices associated with:

- Use of Federal shuttle bus and vehicle transportation routes
- Use of alternative fuel vehicles (AFV) in Federal shuttle bus fleets
- Public transportation use by Federal personnel

Provide recommendations on how policies and practices could be revised to support the achievement of the Executive Order

Methodology Used For This Study:

- Questionnaire administered to 30 Federal agencies (or major subcomponents such as Army, Navy, Air Force within DOD)
- 18 Federal agencies reported operating shuttles
- Conducted 17 interviews with regional public transportation providers and stakeholders
- Digitized all existing Federal shuttle routes and developed composite regional maps
- Synthesized and analyzed data collected throughout project
- Developed series of policy and operational findings and recommendations

Due to the aggressive 180-day deadline, this project is focused on the Washington-Baltimore region. However, the lessons learned and proposed policy changes are exportable nation-wide.

Statistics:

- 85 routes operated by 18 Federal agencies
- 153 shuttle vehicles in service
- Estimated annual mileage of 3.7 million miles
- Estimated annual ridership of 4.1 million passengers
- Reported annual costs of \$18.5 million
- Estimated annual CO₂ equivalent emissions of approximately 8,500 metrics tons

(Average of 55 metric tons of emissions per vehicle, per year. A standard passenger car emits approximately 5.5 metric tons per year.)

Finding:

- Federal agency policies regarding transportation alternatives and shuttle bus operations are very inconsistent
- Many agencies that operate shuttle buses do not have transportation or shuttle bus policies at all
- Many Federal agencies have verbal, implied, or otherwise commonly accepted standards rather than formal written policies
- The sustainability priorities of Executive Order 13514 are generally not reflected in transportation and shuttle bus policy documents
- Evidence suggests that cross-agency use of shuttles is very limited.

Many instances of overlapping and duplicative service

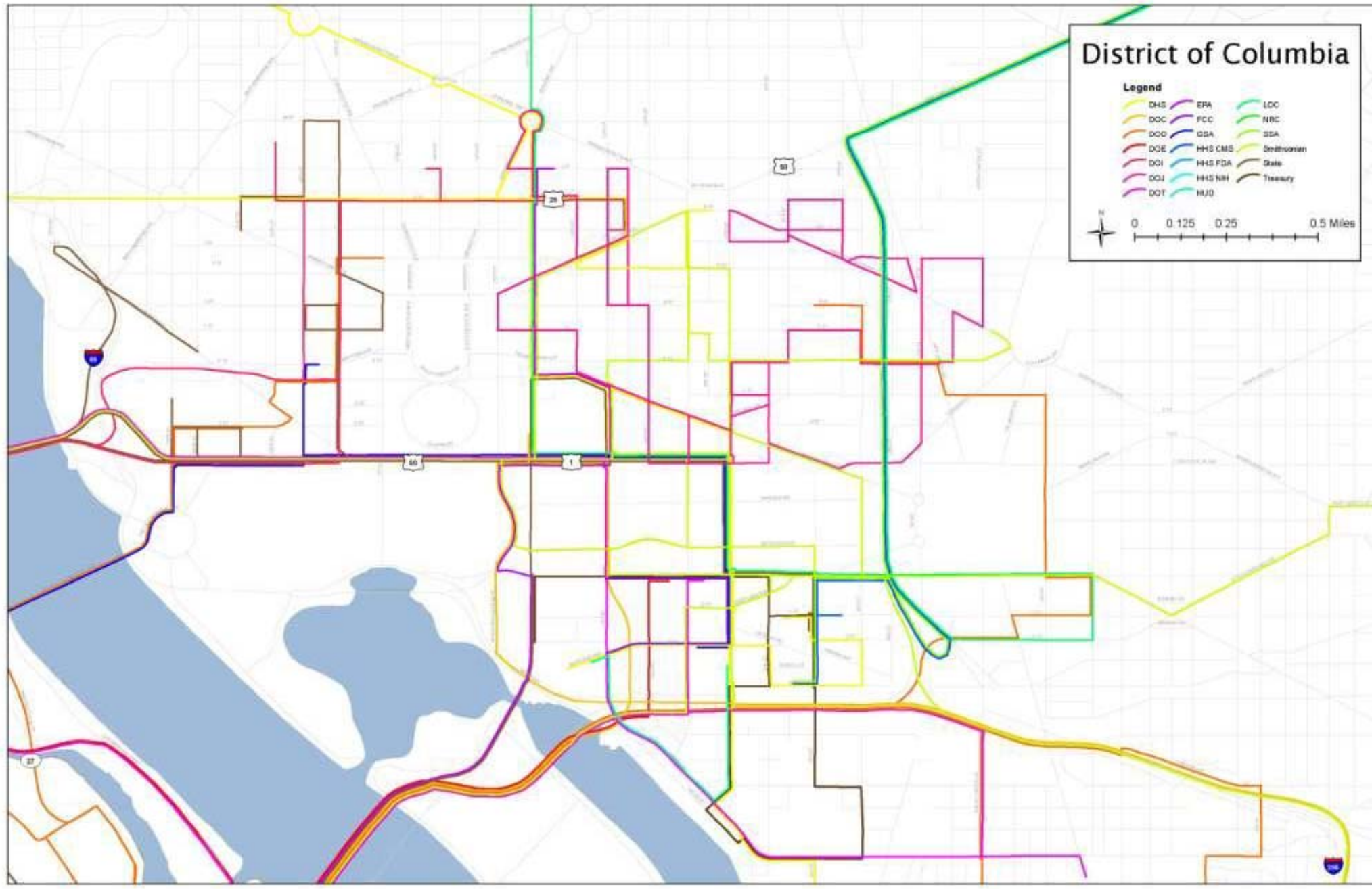
- Downtown Washington, DC and Arlington, VA are the areas with greatest overlap of shuttle routes
- Even areas distant from DC are served by multiple shuttle buses
 - Newington, VA
 - Baltimore, MD
 - Herndon/Reston, VA
 - Landover, MD
 - Suitland/Silver Hill, MD

This overlap of routes, at least in downtown DC, is not new

- National Capital Planning Commission identified this problem in circa 2000 study

While there is good shuttle connectivity to public transportation hubs, some Federal shuttle routes duplicate existing public transportation service

Shuttle Bus Geography



Ridership

- 25% of routes have 25 or less daily riders
- 22% of routes have 200 or more daily riders
- Many Federal agencies could not readily provide ridership data

Utilization

- Many Federal routes appear to be highly underutilized
- 47% of routes have a 20% or less utilization rate
- 9% of routes have a 70% or better utilization rate

Cost per Passenger

- Many routes were very cost inefficient—often more expensive than comparable taxi fare
- 40% of routes cost \$10 or more per passenger one-way
- Some cost much more than \$10 one-way

Fleet

- The Federal shuttle bus fleet is unexpectedly young—most vehicles are model year 2007 or newer, but most vehicles are not capable of operating on alternative fuels and many are not handicap accessible

GSA, in coordination with Federal agencies, should undertake a series of actions to make Federal shuttle bus policies consistent.

- Establishing government-wide employee transportation policy, ensuring that shuttle bus policies are framed in the context of a broader transportation policy that addresses and prioritizes various transportation alternatives;
- Updating existing agency transportation policies to reflect the sustainability goals and priorities reflected in EO 13514;
- Updating policies to allow use of shuttle bus services by all Federal agency employees and contractors on official business.

Agencies, in coordination with GSA, should assess the economic feasibility of replacing existing traditional fuel vehicles in their shuttle bus fleets with AFVs at or before the end of their expected lifecycle replacement point.

- Contractors should be incentivized, or required, to use alternative fuel vehicles and alternative fuels when new contracts are issued.
- Federal agencies should ensure that AFV fueling locations are documented and available for use by all Federal agencies.
- Federal agencies should also work with commercial and state/local stakeholders to further leverage their alternative fuel infrastructures.
- Newly acquired shuttle buses should also be properly sized for current ridership and equipped for accessibility by riders with disabilities.

Federal agencies, in coordination with GSA, should eliminate or reduce underperforming Federal shuttle bus routes and should work to consolidate routes that offer overlapping and duplicative services within the Washington-Baltimore area.

- Analysis has identified 11 existing shuttle bus routes that are sufficiently underutilized and/or cost inefficient that they should be considered for elimination. In all cases, there are more cost effective transit alternatives—including public transportation, taxi reimbursements, or existing motor pool resources—that could be used in the place of Federal shuttle bus services.
- Analysis has also identified 37 existing shuttle routes that are candidates for consolidation as they provide duplicative service. The greatest opportunity for consolidation exists in downtown Washington, DC where the existing tangle of 17 shuttle bus routes could be replaced with shared, Federal Government-wide circulator routes.

Operational Recommendations (3 of 6)

To implement the operational recommendations, GSA is proposing a three-phased approach.

- Phase I would focus on reducing or eliminating underperforming Federal shuttle routes.
- Phase II would consolidate overlapping and duplicative routes outside of downtown DC.
- Phase III would focus on the reduction of the Federal shuttle bus footprint through significant route consolidation in downtown DC, potentially utilizing Federal circulator routes and integrating the maximum level of practical public transit alternatives into the regional Federal transportation system.
- Phase III would also create an ongoing partnership with all local public transportation providers to ensure continued use of public transportation and to explore opportunities for expansion of public transit services for Federal transportation.

The net effect of implementing all of the proposed operational recommendations will take up to 45 shuttle bus vehicles off the road. This amount of reduction would eliminate approximately 1 million annual shuttle miles, reduce greenhouse gas (GHG) emissions by approximately 25%, and save an estimated \$4 million in annual costs.

GSA should work to develop an online resource and trip-planner for Federal agency transportation, including Federal shuttle buses.

- Even with significant optimization and consolidation among Federal shuttle bus routes, a number of Federal routes will remain. An online Federal resource could, at a minimum, provide route and schedule information on available shuttle bus service in the region.
- Ideally, this resource will provide information on the full range of transportation options available (including all local public transportation options) to Federal employees, and recommend routes and modes of transportation between two points.
- This online resource could also show car sharing and bicycle locations, secure racks and lockers.

GSA, in coordination with Federal agencies, should expand Federal outreach to and coordination with public transportation authorities in the Washington-Baltimore area.

- To promote cooperation between Federal agencies and public transportation providers, GSA will disseminate a list of Federal shuttle bus fleet managers to regional public transportation authorities.
- Similarly, GSA will seek out key points of contact from public transportation authorities for distribution to Federal agencies.
- An annual session with both Federal shuttle bus fleet managers and representatives from regional public transportation providers should be convened. Federal agency and public transportation authority representatives will use this meeting as an opportunity to discuss current shuttle bus operations, opportunities for collaboration, and areas of concern.
- Through such partnerships, Federal agencies will be better able to identify new and emerging opportunities to improve local transportation logistics.

GSA should pursue a detailed transportation study in geographical locations where it is determined that there are multiple Federal agencies operating shuttle services and where a cost/benefit analysis indicates potential savings.

- The goal of additional studies would be to:
 - 1) eliminate or reduce shuttle bus service where routes are poorly utilized, where the service is not cost efficient, or where the same service could be provided through another more efficient method, such as public transportation;
 - 2) consolidate Federal shuttle bus routes that offer overlapping and duplicative services; and
 - 3) work with public transportation providers to identify opportunities to further reduce or eliminate Federal shuttle buses by replacing them with public transportation service.

GSA conducted a data request for information on Federal shuttle operations outside of the DC Metro area. To date, no locations have been identified where multiple agencies operate shuttle services in the same location.

Feedback and Questions

Thank You

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