

## **Background**

TrainLink is a shuttle bus system that transports passengers between the Princeton Junction Rail Station and the Princeton Forrestal Center.

Started in 1990 as a way of pooling existing transportation services that were provided by several employers, the service continues to be a viable means for employees to make the link from public transportation to their work sites.

The service is funded by sponsors along the route.

### **2006 Sponsors**

Merrill Lynch & Co.

Munich Reinsurance America

NEC Laboratories America, Inc

Princeton Forrestal Center

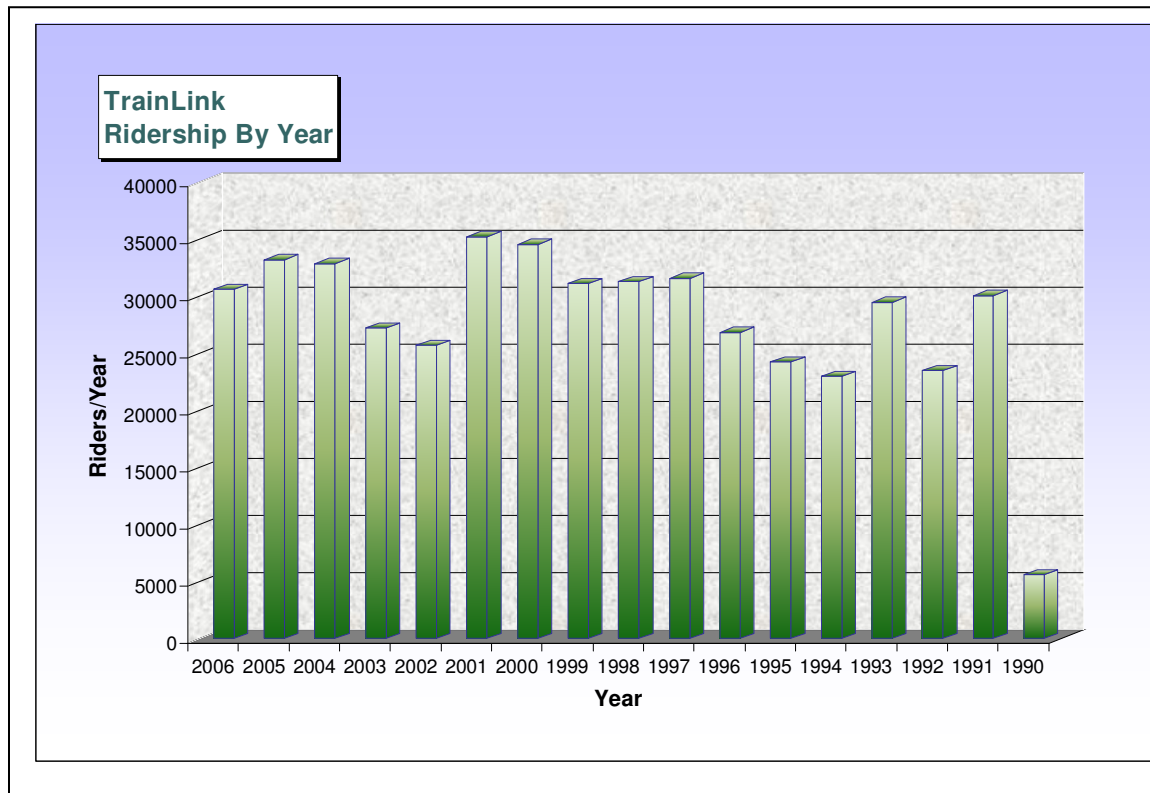
### **Former Sponsors**

Bristol – Myers Squibb

C S First Boston

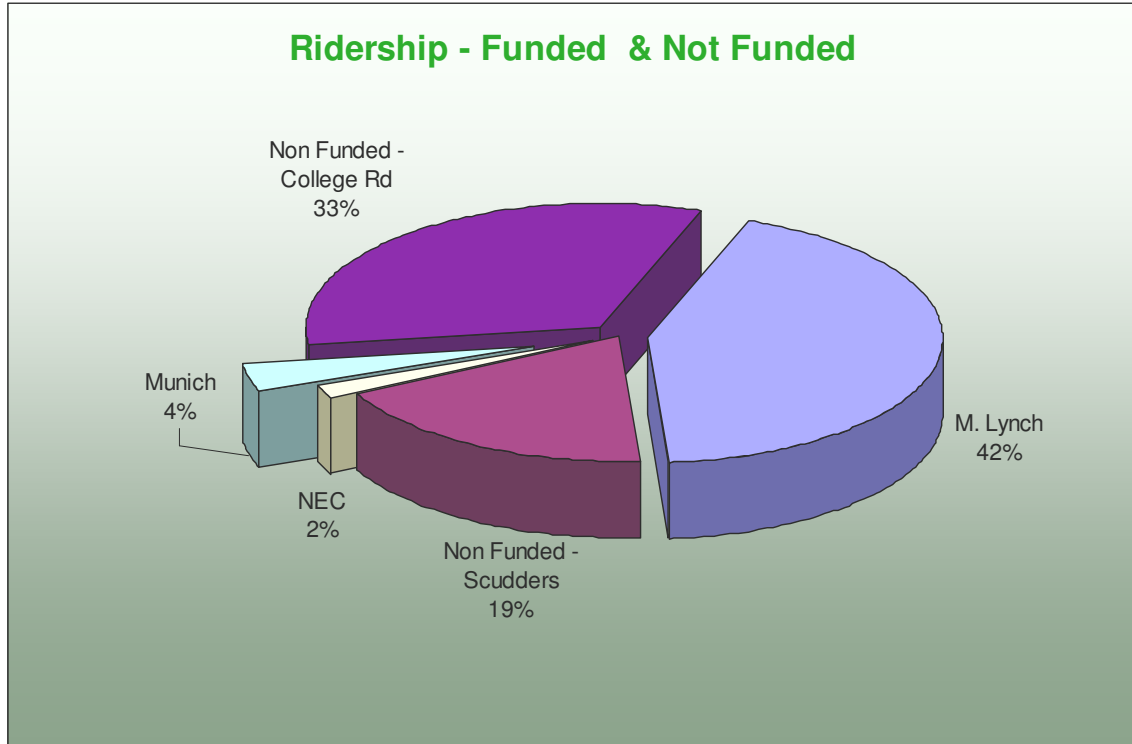
## Performance

- Approximately **500,000** passenger trips have been provided on TrainLink
- Since its inception, ridership has grown by 37%.



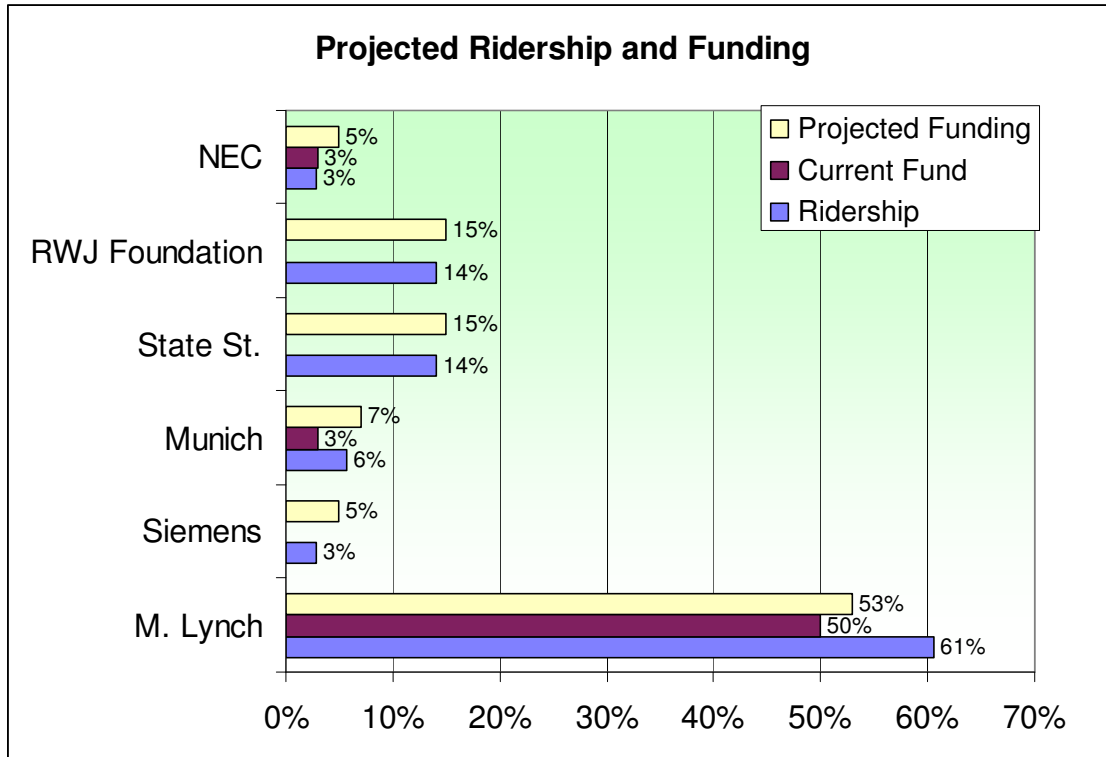
- In 2006, TrainLink provided an average of 2,556 passenger trips per month.

## Sponsor Ridership



- 33% of the Ridership on College Rd. East will be left unfunded.
- 19% of the Ridership on Scudders Mill Rd. will be left unfunded.
- Princeton Forrestal Center had been paying for the Ridership on College Rd. – East and part of Scudders Mill Rd. (BMS).

Based on the number of employers interested in funding TrainLink the chart below shows the breakout of projected ridership, percentage of contribution and the percentage of funding by existing sponsors.



## Costs

- The service cost is \$695.00 (May 2007-April 2008) plus fuel surcharge if necessary.
- There are 13.5 hours of service provided each day. Cost per hour is \$51.48.

## Funding

*Based on current number of existing and potential sponsors (as presented at the March 8<sup>th</sup> meeting. Amended as per attachment TrainLink 07 funding)*

	Service	Fuel 7%	TMA	Daily	Week	Annual
M. Lynch	\$368.35	\$25.78	\$10.00	\$404.13	\$2,020.65	\$102,649.02
Siemens	\$34.75	\$2.43	\$10.00	\$47.18	\$235.90	\$11,983.72
Munich	\$48.65	\$3.41	\$10.00	\$62.06	\$310.30	\$15,763.24
State St.	\$104.25	\$7.30	\$10.00	\$121.55	\$607.75	\$30,873.70
RWJ Foun	\$104.25	\$7.30	\$10.00	\$121.55	\$607.75	\$30,873.70
NEC	\$34.75	\$2.43	\$10.00	\$47.18	\$235.90	\$11,983.72

*Additional sponsors may be added, reducing costs, at locations near the primary service area. The TMA will aggressively pursue other support from other area employers.*

## Alternatives

### Reduce Costs

- Reduce Service
- Combine service with NJT 600
- Solicit other service providers
- Discontinue existing TrainLink service

### Add a Passenger fare to offset deficit

### Passenger Options

- Cab - \$12.00 at a min./one way/person.
- NJTransit – schedule does not meet all trains, travel time can be long and timing is unreliable. (see chart in information section)
- Drive self, adding cars to roadways and parking areas.

## Sample Agreement

### Memorandum of Understanding For the Provision of Transportation Service

This Memorandum of Understanding between Greater Mercer Transportation Management Association (GMTMA), A-1 Limousine (Service Provider) and Company's Name (Company) defines roles and responsibilities for the administration, purchasing and provision of shared transportation service.

**GMTMA** will arrange for the Service Provider to provide transportation to and from the Princeton Junction Rail Station and Company's facility located at \_\_\_\_\_ . GMTMA will develop schedule and route, prepare ridership reports, respond to all customer inquiries and comments, provide marketing materials and passenger information, maintain schedule on website, and be responsible for billing sponsors and paying service provider in a timely manner. Greater Mercer TMA will charge an administrative fee of \$10.00/day for each sponsor.

**Service Provider** will provide shuttle service in accordance with the agreed upon schedule at a daily rate of \_\_\_\_\_. The cost of service is based on the size and type of vehicle used, miles and hours of operation. If any of these change, Service Provider will notify GMTMA of cost adjustments. In addition, the Service Provider may impose a fuel temporary fuel surcharge. Service Provider shall notify GMTMA of surcharge amount by the third business day of the month. Service Provider shall provide GMTMA with fuel invoices to justify all fuel surcharges. Service Provider shall invoice GMTMA for service on a weekly basis. The Service Provider shall also provide GMTMA with daily ridership logs on forms acceptable to GMTMA on a weekly basis.

Service Provider shall maintain, and provide proof of, automobile and liability insurance in the amount of \$5,000,000.00 (\$5 million).

Service Provider is responsible for ensuring that all vehicles used for the delivery of transportation service are in good repair and that all vehicles and drivers are in compliance with relevant statutes, rules and regulations and that all licenses and permits necessary to operate the service are obtained.

**Company** is responsible for paying GMTMA within 15 days of invoice date. Company shall also be responsible for directing all requests for scheduling, such as early departures on holidays and inclement weather, through GMTMA. Company shall be responsible for any additional costs involved with all special requests. Company shall recognize that GMTMA is acting as a facilitator in the procurement of transportation services and agrees to include GMTMA, its officers, employees and Board of Trustees as additional insureds in policies



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which insure the Company against any risks arising out of this Agreement.

Termination of transportation service may be made by the Company at any time, without cause, upon providing written notification sixty business days prior to termination. Written notification must be sent by US Mail to GMTMA 15 Roszel Road, Princeton NJ 08540.

As indicated by the signatures below, Company, Service Provider and GMTMA agree to the terms and conditions stated in this Memorandum of Understanding

\_\_\_\_\_  
Company

\_\_\_\_\_  
Date

\_\_\_\_\_  
Service Provider

\_\_\_\_\_  
Date

\_\_\_\_\_  
Greater Mercer TMA

\_\_\_\_\_  
Date

**TrainLink**



**Information**

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## Ridership

- In 2006, 30,672 Passenger Trips were provided.
- The year 2006 recorded the 8<sup>th</sup> highest ridership of the routes 16 full years of operation.
- Ridership trend shows that the route has steadily been increasing since 1997.

## Service

- TrainLink Provides 13.5 hours of service a day
- Two 36 seat buses are used in the AM and PM. A 15 seat passenger van is used in the AM to meet an additional train.
- TrainLink is scheduled to meet most trains (see schedule and map)
- Scheduling priority is given to passengers traveling from New York and North Jersey.
- Typically there are 254 days of weekday service

Holidays are agreed upon by Sponsors; at present they are:

New Year's Day

President's Day

Memorial Day

Independence Day

Labor Day

Thanksgiving Day

Christmas Day



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## How Cost Sharing Is Determined

- Depending on the number of employers participating, a percentage of the cost is passed on to the employer.
- The percentage is determined by the annual average of ridership by employer and the number of employers participating.
- Service Provider submits a daily cost proposal to the TMA based on the existing schedule and number of buses needed in January for the upcoming year that starts in May. The May 1<sup>st</sup> 2007 to April 30<sup>th</sup>, 2008 is \$695.00/day.
- In addition, service provider may impose a fuel surcharge. This surcharge percentage is included as part of the monthly invoice. Fuel surcharges vary depending on the price of fuel. It is currently 8%.
- The TMA also charges an administration fee of \$10.00 day.
- The TMA is willing to work with the various sponsors on payment options.

