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### FINAL REPORT

# VIRGINIA TRANSIT PERFORMANCE EVALUATION PACKAGE (VATPEP)

by

# Jennifer M. Ward Staff Programmer

and

# Michael J. Demetsky Faculty Research Scientist

(The opinions, findings, and conclusions expressed in this report are those of the author and not necessarily those of the sponsoring agencies.)

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# ABSTRACT

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The Virginia Transit Performance Evaluation Package (VATPEP), a computer software package, is documented. This is the computerized version of the methodology used by the Virginia Department of Transportation to evaluate the performance of public transportation systems supported by public funds in the Commonwealth of Virginia. The technical steps in the process are entering, printing, and editing data; validating data; evaluating performance; and printing annual report data and graphs. A Pascal program supplemented by graphics from Lotus 1-2-3 comprises the package.

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#### VIRGINIA TRANSIT PERFORMANCE EVALUATION PACKAGE

by

#### Jennifer M. Ward Staff Programmer

and

#### Michael J. Demetsky Faculty Research Scientist

#### INTRODUCTION

The Virginia Transit Performance Evaluation Package (VATPEP) provides an automated version of the Virginia Department of Transportation (VDOT) Performance Evaluation System (PES). This evaluation method was developed for the VDOT by MacDorman and Associates and is documented in <u>Guidelines and Procedures for the Performance</u> <u>Evaluation of Public Transportation System in the Commonwealth of</u> <u>Virginia</u>, November 1985 (1).

The purpose of the PES is to examine the efficiency and effectiveness of public transportation systems, to report findings, and to assist in the improvement of public transportation performance (2). The implementation of this PES has evolved into a three-phase process: collecting and validating the data, evaluating performance, and reporting the results.

Each of the technical steps in VATPEP (data reporting, data validation, performance evaluation, and performance reporting) is briefly discussed here to summarize the tasks performed in each of them. The following is an overview of the process that is computerized.

#### Data Reporting

Virginia's public transportation systems are required to provide specific data as prescribed by the state Rail and Public Transportation Division. These data are structured like Urban Mass Transportation Administration's Section-15 reporting system, but in a condensed form. Virginia public transportation organizations are divided into four tiers (A-D); the amount of data reported in each tier is determined primarily by the proportion of state assistance received. All transit operators report data separately for each mode operated (motorbus, demand responsive, rapid rail, and ferryboat). Systemwide data are not reported, although they can be determined by combining appropriate transit property modal data.

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Annual data from transit operators is input into VATPEP for each mode per property according to a specified tier as defined above. The program prompts the user for each item. If an error is made, the data item can be corrected later, prior to validation.

#### Data Validation

Once a complete set of data is input into VATPEP, validation procedures are used to screen the data to identify those items that are questionable and incorrect. The internal data-validation procedures developed for VATPEP include, in addition to a completeness check performed by the user:

- 1. Internal-consistency checks that note errors in addition or relative order of magnitude of the data.
- Data-reasonable checks that determine whether the data are within an expected range of values based on national transit data.

The validation of reported transit data and information has two phases. Phase I is a validation of key reported data items and is used to provide an orderly foundation for the validation of other data and information. Phase II of the validation procedures is intended to screen all other remaining reported data. There is a maximum of 40 checks consisting of 17 internal consistency checks and 23 range checks. Since the validation procedures attempt to minimize redundancy while cross-checking all data, some items are checked only once. These single-checked items are considered less important to the PES than other items. Any data that are corrected must be re-entered via the data-change component of the VATPEP.

#### Performance Evaluation

The performance evaluation framework provides more than 50 different performance indicators and data ratios. Some indicators and ratios are not used in evaluating performance at all levels. The data requirements (in Virginia) change at the different levels. The financial data used in computing the indicator are indexed to constant 1983 dollars. Performance measures are generally ratios of two reported data items. These measures are interpreted by Z scores, which are computed as follows:

> Z = <u>Computed Ratio - Peer Group Ratio Mean</u> Peer Group Ratio Standard Deviation

The resulting Z score is converted to a standardized score referred to as a PES score in the methodology.

#### Annual Report

The VATPEP prepares interpretations of the transit data and performance measures for direct input into the VDOT Annual Report on Public Transportation. The tasks accomplished here include:

- 1. Preparation of a file (after the performance evaluation) of selected descriptive measures and performance indices for presentation in the annual report.
- 2. Preparation of a summary of descriptive measures for each property as required for the annual report.
- 3. Development of graphs for the statewide data summary.
- 4. Development of selected graphs that illustrate the performance of each transit property.

This information is suitable for insertion into the Annual Report on Public Transportation in the Commonwealth of Virginia as illustrated by prior reports (2).

#### Methodology

The procedures that are automated in the VATPEP are documented in reference 1. The annual report information follows the format illustrated in the 1985 annual report (2).

#### Summary of the Manual

The following sections of this manual guide the reader through the VATPEP program. It is recommended that the manual be used while initially working through the program. The documentation is focused on the following information and tasks:

System Requirements Starting up Write, Print, or Edit Data Editing the CPI File Validate Data Evaluate Performance Write Annual Report Files Develop PIC Files with Lotus Print Graphs

#### RUNNING THE PROGRAM

#### System Requirements

VATPEP is written in Turbo Pascal using the MS DOS 2.11 operating system supplemented by LOTUS 1-2-3 to develop graphic displays of certain data. In order to run this computer package, the user needs:

- 1. An IBM compatable microcomputer (with one or more floppy disk drives or a hard disk plus a floppy).
- 2. 640K or more of random access memory.
- 3. Video monitor.
- 4. Printer.
- 5. LOTUS 1-2-3 system (version 2 or greater).

#### Starting Up

The default drive should be the drive with the VATPEP programs. To start the system, the user types "VATPEP." The user is then prompted for the location of the VATPEP program files and data files. Various combinations of disks can be used, e.g., 2 floppys, 1 hard disk, and 1 floppy, etc.

After the user provides the file location information the menu is shown:

(1) Write, Print, or Edit Data

- (2) Edit the CPI file
- (3) Validate Data
- (4) Evaluate Performance
- (5) Write Annual Report Files
- (6) Exit

The user may now choose to perform one of the five tasks or exit the program. Any option may be selected but experience will show where dependencies on previous options exist. Each of the menu items is described in sequence.

#### (1) Write, Print, or Edit Data

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If (1) is entered, the following appears:

Please choose:

- Enter Data
   Print Data
- (3) Change Data

#### Writing a New Data File

When Sub option (1) is selected the user is prompted to give a file name (e.g., zebra).

The user is then asked to provide descriptive data items:

level? (must be A,B,C or D):b

Size? (Type letter) : m

(L) Large
(M) Medium
(S) Small

year?: 1986

Property ID? (5 digits): 00095

After the property ID (a five digit number that is later used to access a property's file) is provided, a summary of the descriptive data is given and the user is prompted to begin inputting the operation and performance data at item 1000.

zebra trans Id: 00095 Size: Mid-size Urban Year: 1986

Level: B Mode: Motorbus

The user then is prompted to input each data item that is required for the class of property specified. The last entry is indexed as 9100.

After a value is entered for item 9100, the user is returned to the main menu. The file can be viewed with the print-data option.

#### Printing Data Files

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This is suboption (2) of menu item 1. Instructions are provided to print up to four files for a selected property.

(1) Showing percent of increase from file to file.(2) Not showing percent of increase.

disk file name # 1: tidew.85

Exhibit 1 is an example of a complete modal data file that has been entered into the PES. In the next option, it will be shown how to modify the file.

\*\*\*\*\*

## Exhibit 1. Printed File Data

File #1: level: mode: year:

00001 - Tidewater Transportation District Commission B Motorbus 1985

		**	**	fi **	.1.	∋ <i>;</i> ⊧*>	¥ 1 ***	***
1000	Total Operating Revenue	7,	43	2,	7.	78.	. 00	
1100	Total Passenger Revenue	6,	95	8,	59	96.	.00	
1110	E&H Passenger Revenue	~	73	7,	6	11.	.00	
1200	Total Operating Assistance	8,	58	, כ 2	8	/8. : ว	.00	
1210	State Assistance	2	43	о, б.	54	10	.00	
1230	Local Operating Assistance	2	98	ĭ,	0'	76	.00	
1240	Other Operating Assistance					0	.00	
1510	Base Adult Boarding Fare (minimum)					0	.70	
1520	Additional Zone Charge					0.	.30	
1530	Transfer Charge					0.	.10	
1540	Student Fare					Ő.	.00	
2010	Total Vehicle Operations Exp.	9,	36	8,	12	28.	.00	
2020	Total Vehicle Maintenance Exp.	З,	40	ο,	79	97.	.00	
2030	Total Non-Veh. Maint. Exp.	~	42	з,	55	58.	.00	
2040	Total General Administration Exp.	2,	12	4,	1	ло О	.00	
2100	Total Labor Exp.	11.	16	5.	94	18	.00	
2110	Veh. Operations Labor Exp.	7,	47	2,	43	37	.00	
2120	Veh. Maintenance Labor Exp.	2,	16	з,	69	33	.00	
2130	Non-Veh. Maint. Labor Exp.	•	23	з,	02	23.	.00	
2140	General Administration Labor Exp.	1,	29	ь, 5	72	94. 11	.00	
2311	Total Fuel & Lubricants Exp.	З,	13	σ,	1		NA	
2314	Total Energy Exp.						NA	
2400	Total Services & Other Exp.	1,	61	5,	62	29	.00	
2441	Total Casualty & Liability Exp.		~ 4	-	~ -		NA	
2500	Total System Exp. Revenue Veb. Operator Wager	15,	91	η, γ	23	58. 72	.00	
2122	Veh. Inspection & Maint. Labor Exp	- ,	- '	4,	44		NA	
2123	Veh. Servicing Labor Exp.						NA	
2134	Maint. of Fare Col & Equip Lab Exp						NA	
2135	Maint.of Rdwy, Track, Labor Exp						NA	
2136	Maint. Ven. MVmt.Systems Labor Exp						NA NA	
2148	System Security Labor Exp.						NA	
3100	Total Employees				35	56	.00	
3110	Veh. Operations Employees				31	19	.00	
3111	Revenue Veh. Operators				2	78.	.00	
3140	Ticket & Fare Collection Employees				•	. , .	.00. NA	
3148	System Security Employees						NA	
4111.0	Rev. Veh. Operator Total Pay Hours		49	6,	20	)2.	. 0 0	
4111.1	Rev.Veh.Operator Operating Pay Hrs		57	9,	08	35.	.00	
5100	Total Active Vehicles				18	57.	. UU.	
5301	Total Fuel Consumed (gallons)						NA	
5304	Total Power Consumed (KWH)						NA	
6100	Vehicle Hours		44	1,	72	25	.00	
6200 6200	Vehicle Miles	5,	70	2,	34	12.	.00	
6400	Venicle Service Hours Vehicle Service Miles	5	41	ь, л	79	33. 19	.00	
6500	Scheduled Veh. Service Miles	5.	32	1.	72	25.	.00	
6600	Peak Vehicles	-,		• •	13	32.	00	
6700	Base Vehicles				ξ	35.	.00	
7110	Weekday Morning Service Begins					4.	.33	
7120	Weekday Morning Service Ends Weekday Afternoon Service Begins				1	12.	.00	
7125	Weekday Afternoon Service Ends				2	26.	.83	
7130	Saturday Service Begins					4.	75	
7140	Saturday Service Ends				2	26.	67	
7160	Sunday Service Begins Sunday Service Ende				-	5.	42	
7200	Directional Route Miles				50	50. 11	να. 10	
7300	Average Weekday Headway				2	5	00	
7400	Roadcalls			4,	47	1	00	
7500	Vehicle Accidents				30	9.	00	
8110	TOTAL Revenue Passenger Boardings	12,	754	4,	00	0.	00	
8200	Total Revenue Passenger Trins	11	00	2	00	0. 0	00	
8300	Passenger Injuries / Fatalities	•••,	50.	- ,	6	3.	00	
9000	Population		748	З,	24	1.	00	
9100	Service Area				67	9.	00	

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# Changing Data File Entries

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To change a data file entry that has been entered incorrectly or has been changed after the validation process, enter option (1), then enter 3 from the sub-menu.

The user is then prompted to give the name of the file to be corrected.

The user is then asked if he wishes to change any of the property designation parameters in the following sequence:

Tidewater Transportation District Commission Id: 00001

Size: Mid-size Urban Year: 1985 Level: B Mode: Motorbus

Do you wish to change the name? (Y/N):

Do you wish to change the level? (Y/N):

Do you wish to change the mode? (Y/N):

Do you wish to change the size? (Y/N):

Do you wish to change the ID? (Y/N):

Next, the user gives the item number to be corrected and inserts the new values. All corrections must be input in increasing item number order. Numbers should be entered without commas.

Give next item to be changed: 6100 ((Return) if there are no more.)

## (2) Editing the CPI File

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The second item on the main menu is the editor for the CPI (consumer price index) file. This step is usually only necessary when the processing of a new annual set of data files is initiated. A cumulative record is kept for all years on file.

Currently on file:

year	CPI
1982	277.00
1983	293.47

1984302.311985313.43

Do you wish to change or add to these? (y/n)

# (3) Validate Data

The computer requests a file to be named for validation. After a file name is given (e.g. TIDEW.85), the validation is automatically performed. The methodology used is documented in <u>Guidelines and Procedures</u>, 1985. If the user wishes to process a data set that has been correctly input, this step is skipped.

After the file name is entered the computer prints out the validation results. For interpretation of the results, reference to the source document is recommended.

(4) Evaluate Performance

Enter (4) on the main menu to obtain a performance evaluation for a transit property data file. The program automatically provides the measures required, based on the level of the property (see Guidelines and Procedures, 1985).

After the property name is entered, a performance evaluation report like that shown in Exhibit 2 is provided.

# Exhibit 2. Performance Evaluation Report

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PERFO	RMA	NCE	EVALUATION				
prope	rty	:	Tidewater Transportat	ion District	Commission		
level		:	B				
mode		:	Motorbus				
size		:	Mid-size Urban				
year		· • :	1985				
ID		:	00001				
COST	EFF	ECT	IVENESS		value	z-score	PES score
check	#	1	Local Rev/Sys Exp		65.43	0.52	70
check	#	2	Local Rev/Oper Rev	,	1.40	0.09	54
check	#	3	Oper Rev/Sys Exp		46.70	0.46	68
check	#	4	Pass Rev/Sys Exp		43.72	0.40	66
check	#	5	Boardings/Sys Exp		801.27	-0.66	25
SERVI	CE	EFFI	ECTIVENESS		value	z-score	PES score
aboak	ш	5	Baca Bow/USH		15 70	0 52	70
check	· 17 	7	Pass Rev/VSA Boardines/VSU		20 60	0.52	
check	· 77	6	Boardings/VSn Deen Dew/Deendings		30.60	-0.49	51
cneck	• #	0	Pass Rev/Boardings		0.55	1.10	00
cneck	· #	40	Boardings/Pass inj		202.44	1.94	37
Cneck	· #	10	VM/ROadcall		1,2/5.41	-0.75	23
CNECK	- #	11	bu min/Headway		2.40	standard	dev. 15 zero.
Check	· #	12	Route Miles/Area		0.74	standard	dev. is zero.
check	#	13	Avg Serv Hrs/Day		22.24	standard	dev. is zero.
check	#	14	VSH/Population		0.56	standard	dev. is zero.
check	- #	15	Trips/Boarding		86.26	standard	dev. is zero.
check	- #	16	Base Fare		0.70	standard	dev. is zero.
check	- #	17	E%H Fare		0.35	standard	dev. is zero.
check	#	18	E&H Boards/Boards		0.00	standard	dev. is zero.
RESOU	RCE	EFI	FICIENCY		value	z-score	PES score
check	. #	19	VSH/SVS Exp		26.19	-0.78	22
check	#	20	VSH/Veh Opns Exp		44.49	-0.39	35
check	#	21	VM/Veh Maint Exp		1.676.77	-0.85	20
check	4	22	VSH/N-Veh Maint Exp		984.03	-0.79	21
check	<b>#</b>	23	VSH/Gen'l Admin Exp		152.96	-0.82	21
check	#	24	VSH/Employee		1,170,77	1.07	86
check	4	25	VSH/Labor Exp		37.33	-0.83	20
check	<b>4</b>	26	VM/Materials Exp		1.818.52	-0.29	39
check	#	27	VSH/Serv & Oth Exp		257.98	-0.53	30
check	<b>4</b>	28	VSH/Veb Opps Empl		1 306 56	-0.69	25
check		29	VSH/VOpns Lab Exp		55.78	-0.59	28
check	<b>"</b>	30	Driver Hrs/Accid		1 429 53	0.03	56
check	-	31	VSH/Operator PHR		71 97	-0.57	28
check		32	VSH/Operator Wage		93 20	0 05	52
check	<u> </u>	33	VM/VMain Lab Exp		2 635 47	-0.83	20
check		36	VSH/NVMaint Lab Exp		1 788 63	-0 71	20
check	4	40	VSH/Admin Emp		11 264 68	-0.62	27
check	. <u>"</u>	41	VSH/Admin Lab Exp		321 40	-1 19	12
check	#	46	VM/Peak Veh		43,199.56	1.11	87
DESCR	IPT	IVE	INFORMATION				
prope	rty	:	Tidewater Transportat	ion District	Commission		
level		:	B				
mode		:	Motorbus				
year		:	1985				
1	Pop	ula	tion/Area	1101.97			
2	Act	Ve	h/Peak Veh	1.42			
3	VSM	/Scl	ned VSM	99.85			
4	VSM	/vsi	H	12.75			
5	Pea	k Ve	eh/Base Veh	1.55			
6	Pas	s Re	ev/Trip	0.63			
7	Tri	ps/	VSH	26.40			
8	Tri	ps/l	Population	14.70			
9	0p <sup>°</sup>	Wage	s/Op Phrs	9.01			
		-	-				

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#### (5) Write Annual Report Files

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Option (5) provides the tables and figures that are represented in the Annual Report (2). This option performs three separate functions as defined on the computer monitor. Directions are given on the computer to guide the user through this option.

(1) Print Descriptive Pages(2) Write Statewide Summary Page(3) Write file for LOTUS

Choice:

#### Print Descriptive Pages

When function (1) is entered, the user may print out the descriptive pages for all properties for which performance evaluations have been conducted or he may select a report for a single property only. If a single property report is desired, that property is requested using the property ID number that was input into the file.

Which do you wish to print?

(A) All property reports for the year(S) A single property report

Choice : s

Please type the five digit id : 00001

Exhibit 3 is a sample descriptive report.

#### Print Statewide Summary Measures

Option (2) under menu item 5 provides a summary report of selected financial and operating statistics of the transit systems that have been evaluated in step 4 for a certain year. This report follows the format used in the Annual Report on Public Transportation in the Commonwealth of Virginia for Exhibit III.11. An example is shown in Exhibit 4.

# Exhibit 3. Property Description

Tidewater Transportation District Commission Id: 00001 1985 level B Motorbus

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Service Characteristics: 1985	
Service Hours	
Monday-Friday	4.20 - 26.50
Saturday	4.45 - 26.40
Sunday	5.25 - 26.40
Fare Structure	
Base Adult Fare	\$0.70
Additional Zone Charge	\$0.30
Transfer Charge	\$0.10
Elderly & Handicapped Fare	\$0.35
Student Fare	\$0.00
Fleet Size	
Number of Active Vehicles	187
Peak Service Vehicle Requirement	132
Financial & Operating Statistics: 1985	
Service Inputs	
Total Operating Expenditures	\$15,917,240.
Service Outputs	·
Vehicle Service Hours	416,793.
Vehicle Service Miles	5,314,008.
Service Consumption	
Passenger Trips	11,002,000.
Operating Revenue	\$7,432,778.
Passenger Revevue	\$6,958,596.
Public Operating Assistance	
Federal Government	\$3,168,262.
State Government	\$2,436,540.
Local Government	\$2,981,076.

# Exhibit 4. Annual Statewide Statistics Summary

#### STATEWIDE FINANCIAL AND OPERATING STATISTICS FISCAL 1985

#### EXHIBIT III.11 VIRGINIA PUBLIC TRANSPORTATION SYSTEMS FINANCIAL AND OPERATING STATISTICS

	Large Urban Areas		Mid-Size Urban	Small Urban/ Rural	Statewide	
	Rail	Bus				
SERVICE INPUTS			· .			
Operating Exp.	153,204.55	0.00	31,215.33	0.00	184,419.88	
SERVICE OUTPUTS						
Veh.Serv.Hrs. Veh.Serv.Mi.	1,093.03 24,202.14	0.00 0.00	824.14 9,823.55	0.00 0.00	1,917.17 34,025.68	
SERVICE CONSUMPT	ION					
Pass. Trips Operating Rev. Passenger Rev.	100,546.98 112,251.42 102,880.05	0.00 0.00 0.00	25,484.88 16,288.63 15,572.08	0.00 0.00 0.00	126,031.86 128,540.05 118,452.12	
PUBLIC OPERATING	ASSISTANCE					
Federal Govt. State Govt. Local Govt.	131.68 0.00 3,496.29	0.00 0.00 0.00	6,501.07 5,048.99 3,141.77	0.00 0.00 0.00	6,632.75 5,048.99 6,638.06	

#### Write File For Lotus

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This function prepares a file that is later read into LOTUS 1-2-3 for the purpose of printing the graphs used in the annual report. The computer prompts for the year for which the file is to be created. It further asks whether preceding years should be included. The maximum number of years is five. If included, preceding years' graphs appear for comparative purposes. The file summarizes data for all properties for which a performance evaluation (main menu #4) has been conducted. After the file is written, the main menu reappears.

In order to print the graphs, the user must exit VATPEP (using main menu #6) and run LOTUS. For the LOTUS program to work, the files called AUTO123.WK1 and ANNUAL \_\_.PRN (with the appropriate year in place of \_\_) must be on the drive specified as the default data drive for LOTUS. After typing 123, the user is asked to enter the year of the report. The file ANNUAL \_\_.PRN will be automatically loaded, and the following menu will appear:

This LOTUS menu provides three options (other than QUIT), all of which create .PIC files on the default data drive. After any of the options is run, the menu will reappear.

#### Summary Graphs

If RETURN is entered while the curser is on this option, files are created for the printing of the 11 state summary graphs labelled Exhibit III.3 through III.10 in the Annual Report on Public Transportation in the Commonwealth of Virginia.

One Property

This option generates four files for the four graphs summarizing the efficiency of a property. After selecting this option, the user is asked for the ID of the property.

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This refers to the y-axis scale on the four graphs. PES standard scaling is that used in the Annual Report. If "no" is given as the answer, the user is asked for the four upper limits on y-axis values:

The "lst" on the right indicates that the user schould enter the upper limit for the lst graph. Next, whether a "yes" or "no" answer was given, the user must (again) enter the property ID when so requested. This sequence is repeated for each of the four graphs.

All Properties

This option generates all four graph files for all the properties. PES standard scaling is always used. The user must enter the property ID four times for each property when so prompted. (The screen will show what number should be entered.)

In order to print any of the graphs whose files were generated, the user must select QUIT from the menu, which will bring back the system prompts, and insert the LOTUS PrintGraph disk. After typing PGRAPH, the user will see the following menu:

Image-Select Settings Go Align Page Exit

MMMMMMMMM	ммммммммммммммммммммм	мимимимимимимимимимимимимимимимимимими
GRAPH	IMAGE OPTIONS	HARDWARE SETUP

IMAGES	Size			Range	Colors	Graphs Dire	ectory:
SELECTED	Top		.395	X		A:\	-
	Left		.750	Α		Fonts Direc	tory:
	Widt	h 6	.500	в		A:\	-
	Heig	tht 4	.691	С		Interface:	
	Rota	ite	.000	D		Parallel	1
				Ē		Printer Typ	e:
	Font			F			
	1 B	LOCK1				Paper Size	
	2 E	LOCK1				Width	8.500
						Length	11.000
						ACTION OPTIC	NS

Pause: No Eject: No

For specific directions on this program consult the LOTUS user's manual. The command "Image Select" will provide a listing of the files

that lotus previously created for the graphs. An example is shown in Exhibit 5. In this case ID1 1 through ID1 4 are files for the property with ID1, whereas files prefixed with III are statewide summary graphs.

An example of a property graph on file at ID1\_1 is shown in Exhibit 6. An example of a statewide summary graph (III6) is shown in Exhibit 7.

Exhibit 5. Files Created for Graphs

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Select graphs for output

 PICTURE	DATE	TIME	SIZE
ID1 1	12-28-86	12:27	832
ID1 <sup>2</sup> 2	12-28-86	12:27	832
ID1 <sup>-</sup> 3	12-28-86	12:27	710
ID1 <sup>4</sup>	12-28-86	12:27	706
11110	12-28-86	12:28	1812
III3L	12-28-86	12:28	1898
III3R	12-28-86	12:28	1905
III4L	12-28-86	12:28	1933
III4R	12-28-86	12:28	1685
IIISL	12-28-86	12:28	2201
IIISR	12-28-86	12:28	1761
III6	12-28-86	12:28	1719
III7	12-28-86	12:28	797
1118	12-28-86	12:28	726
IIIЭ	12-28-86	12:28	1724

[SPACE] turns mark on and off [RETURN] selects marked pictures [ESCAPE] exits, ignoring changes [HOME] goes to beginning of list [END] goes to end of list [UP] and [DOWN] move cursor List will scroll if cursor moved beyond top or bottom [GRAPH] displays selected picture











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# REFERENCES

- 1. Rail and Public Transportation Division, Virginia Department of Highways and Transportation. 1985. <u>Guidelines and procedures for</u> the performance evaluation of public transportation systems in the <u>Commonwealth of Virginia</u>. By MacDorman and Associates. Richmond
- 2. Rail and Public Transportation Division, Virginia Department of Highways and Transportation. 1983, 1984, 1985. <u>Annual report of</u> public transportation in the Commonwealth of Virginia. Richmond.

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