RidePro System Update

The Ben Franklin Transit Vanpool team continues to setup and implement the new Vanpool Management Software program, RidePro. BFT staff has reached out to a number of bookkeepers in each of the Vanpool groups to ask them to activate their RidePro login and begin learning how to use the new system. Bookkeepers are being asked to verify that their group's route and roster information is correct in the new system, including:

- The times the van departs the origin (starting locations) and arrives at its destination (worksite), departs the destination and arrives at the origin
- The exact route the van takes each day, including all pickup and drop off locations along the route
- Who is riding the van and where they get picked up and dropped off.

Why do we require this information? Ben Franklin Transit receives federal funding and is required to report this data to the National Transit Database (NTD) and the Federal Transit Administration (FTA). The RidePro system uses the travel times, number of riders, and the van routes to calculate the revenue miles and hours traveled, passenger miles traveled, and the number of boardings each month.

As we continue to move forward with the implementation of the program, in the first part of 2019 monthly reports must be completed in both the RidePro system and on the monthly log sheets, as they have been done in the past. Completing the monthly reporting in both formats is required while we verify that the data in the system is correct. All reports must be completed and submitted in the RidePro system by the 5th of each month.

Starting in the Spring 2019, riders will use RidePro to make their monthly Vanpool payments. Every Vanpool participant, driver, bookkeeper, and rider will have an individual account that they will access online. Individuals will be able to see their account balance to ensure that they haven't missed any payments.