



RESOLUTION NO. 2026-03

A RESOLUTION BY THE POLICY ADVISORY COMMITTEE OF THE VICTORIA METROPOLITAN PLANNING ORGANIZATION ADOPTING THE PROPOSED FIRST AMENDMENT TO THE FY 2026 UNIFIED PLANNING WORK PROGRAM (UPWP)

WHEREAS, the Victoria Metropolitan Planning Organization (MPO) Policy Advisory Committee is the transportation planning decision-making body for the Victoria metropolitan planning area; and

WHEREAS, the Victoria MPO is responsible for developing and submitting an annual work program and budget, the Unified Planning Work Program (UPWP), and any amendments to the Texas Department of Transportation (TxDOT); and,

WHEREAS, there is an increase in the amount of work products to be completed under Subtask 2.3, Performance Measures, and a decrease in the estimated amount of work to be completed in FY 2026 under Subtask 5.2, the Regional Freight Mobility Plan; and,

WHEREAS, the Victoria MPO recommends adopting the proposed amendment to the FY 2026 UPWP via resolution for submittal to TxDOT.

NOW, THEREFORE, BE IT RESOLVED BY THE VICTORIA MPO POLICY ADVISORY COMMITTEE:

Section 1. That the MPO Administrator is hereby authorized to submit the first amendment of the FY 2026 UPWP to TxDOT on behalf of the Victoria MPO Policy Advisory Committee; and,

Section 2. That this resolution shall be effective immediately upon adoption.

ADOPTED: FEBRUARY 10, 2026

I hereby certify that this resolution was adopted by the Policy Advisory Committee of the Victoria Metropolitan Planning Organization in special session:

DocuSigned by:
Jan Scott
BY: _____
JAN SCOTT, CHAIR

DocuSigned by:
Maggie Bergeron
BY: _____
MAGGIE BERGERON, AICP
MPO ADMINISTRATOR

DocuSigned by:
Maggie Bergeron
BY: 314459904563422
MAGGIE BERGERON, AICP
MPO ADMINISTRATOR

FY 2026

UNIFIED PLANNING WORK PROGRAM (UPWP)

Victoria Metropolitan Planning Organization

TRANSPORTATION MANAGEMENT AREA (TMA) STATUS:

Non-Transportation Management Area (Non-TMA)

AIR QUALITY STATUS:

Attainment

The preparation of this report has been financed in part through grant(s) from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), U.S. Department of Transportation (USDOT), under the State Planning and Research Program, Section 505 [or Metropolitan Planning, Section 104(d)] of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

**This UPWP complies with federal and state requirements, is true and correct, and is approved by the
Victoria Policy Advisory Committee: May 13, 2025**

Federal Approval:

Victoria MPO - 702. N. Main Street - Victoria, TX 77901 - 361.485.3360 - www.victoriampo.org

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EXECUTIVE SUMMARY

Framework: The Fiscal Year 2026 Unified Planning Work Program (UPWP) establishes a vital framework for the Victoria Metropolitan Planning Organization (MPO). It outlines the planning activities and budget allocations necessary for efficient transportation management in the Victoria Metropolitan Area. This document aims to ensure that the metropolitan transportation planning process aligns with federal, state, and local guidelines while meeting the needs of the local community.

Purpose: The primary purpose of the UPWP is to outline the MPO's annual planning activities, resource allocations, and strategies for improving the transportation infrastructure within its jurisdiction. It serves as a comprehensive framework for developing and implementing transportation projects, ensuring alignment with the long-range Metropolitan Transportation Plan (MTP) and the short-range Transportation Improvement Program (TIP).

Timeline: The FY 2026 UPWP covers the period from October 1, 2025, to September 30, 2026.

MPO Boundary Area: The Victoria MPO encompasses all of Victoria County, with the City of Victoria as the only incorporated city in the Metropolitan Planning Area.

UPWP Task Overview: The FY 2026 UPWP outlines several key tasks and subtasks that the MPO will undertake in FY 2026.

1. *Task 1: Administration and Management* – Involves the overall management of the MPO's activities, including public meetings and regulatory compliance.
2. *Task 2: Data Development and Maintenance* – Focuses on collecting and maintaining essential transportation and demographic data to inform planning decisions.
3. *Task 3: Short-Range Planning* - Addresses the development of the FY 2026–2030 Transportation Improvement Program (TIP) and coordination with local transit agencies.
4. *Task 4: Metropolitan Transportation Plan* - Monitors and updates the Move Victoria 2050 MTP to ensure it meets current and future regional transportation needs.
5. *Task 5: Special Studies* - Engages in public outreach to establish new transit stops and routes, and initiates the development of a Regional Freight Mobility Plan.

Guiding Goals of the FY 2026 UPWP: The goals that guide the UPWP's tasks and subtasks align with federal legislation and include:

- *Effective Regional Planning:* Implement a continuous and cooperative planning process in Victoria that complies with Federal and State requirements.
- *Performance-Based Approach:* Establish measurable objectives based on national standards for safety, infrastructure maintenance, traffic congestion, system reliability, economic health, and project efficiency.
- *Stakeholder and Public Engagement:* Ensure transparency and promote public involvement in all planning activities, including updates to the MTP and TIP.

- *Interagency Collaboration:* Foster partnerships among the City of Victoria, Victoria County, TxDOT, and local transit providers to enhance transportation initiatives.
- *Economic Vitality:* Boost economic growth by improving transportation infrastructure, enhancing connectivity to key job centers, and facilitating the effective movement of goods and services.

Summary of Funding Sources: The MPO has a total budget allocation of \$380,150 for the FY 2026 UPWP, while the total available funding is \$651,853.07. Of the available funds, \$375,000 consists of FY 2026 Planning (PL) funds; the remainder is classified as “carryover” from prior fiscal years.

- *Planning (PL) Funds:* PL funding is provided by grants from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), which are distributed by the Texas Department of Transportation (TxDOT) to all Metropolitan Planning Organizations (MPOs) to facilitate the metropolitan transportation planning process.
- *Carryover Funds:* Carryover funding historically arises because the City of Victoria, the MPO’s fiscal agent, handles various operating expenses, resulting in actual expenditures falling below the budget. Consequently, carryover balances primarily represent unspent funds allocated for specific tasks, particularly Task 1 (Administration and Management) and Task 4 (Long-Range Planning), which typically span across fiscal years. Annually, the MPO saves about \$25,000 to \$30,000 in carryover to address future MTP requirements and ongoing programmatic needs. The Policy Advisory Committee supports this carryover approach, emphasizing efficient and strategic utilization of funds for both regular planning and special studies.
- *Excess PL and Carryover Funds:* Any funds exceeding the \$380,150 FY 2026 UPWP budget will be allocated to future transportation planning initiatives. These initiatives will include updates to the upcoming MTP and various professional studies in the next fiscal year. This strategy enables the MPO to address transportation challenges in Victoria while ensuring compliance with state and federal planning regulations. The Policy Advisory Committee supports this approach, which has been successfully implemented since 2019.

The FY 2026 is a vital roadmap for the Victoria MPO, outlining essential tasks and strategies to enhance the region's transportation infrastructure. By prioritizing effective planning, stakeholder engagement, and interagency collaboration, the UPWP addresses immediate community transportation needs and establishes a foundation for long-term growth and economic vitality. With a budget of \$380,150, the MPO is committed to utilizing these resources effectively to meet federal, state, and local objectives. Moving forward, stakeholder cooperation will be crucial for successfully implementing the initiatives in this program, ultimately resulting in a more connected and accessible Victoria metropolitan area.

INTRODUCTION

Transportation planning is a critical process that ensures the effective development and management of transportation systems in urban regions. The Federal-Aid Highway Act of 1962 laid the groundwork for this process by establishing a continuous, cooperative, and comprehensive framework for metropolitan areas with populations of 50,000 or more. This act mandated the creation and execution of transportation plans as a prerequisite for obtaining federal highway funding. Central to this planning process are Metropolitan Planning Organizations (MPOs), which play a vital role in overseeing urban transportation planning and facilitating collaborative decision-making among stakeholders.

Several significant legislative milestones have marked the evolution of transportation planning. In 1991, the Intermodal Surface Transportation Efficiency Act (ISTEA) expanded the authority of MPOs and states, emphasizing their roles as key decision-makers in the development and approval of transportation plans and programs. ISTEA required recommendations from the MPO's long-range transportation plan, known as the Metropolitan Transportation Plan (MTP), to align with the short-range Transportation Improvement Program (TIP), ensuring that both reflect realistic funding expectations.

Subsequent legislation built upon these foundations. The Transportation Equity Act for the 21st Century (TEA-21) in 1998 continued the planning provisions of ISTEA and increased federal funding for surface transportation. In 2005, the Safe, Accountable, Flexible, Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU) emphasized the integration of transportation planning across all modes and introduced eight critical planning factors. The Moving Ahead for Progress in the 21st Century (MAP-21), signed into law in 2012, implemented a performance-based approach to evaluate the effectiveness of transportation investments.

Most recently, the Fixing America's Surface Transportation Act (FAST Act), enacted in 2015, was the first federal law to provide long-term funding for surface transportation and added two new planning factors, while largely maintaining the provisions of MAP-21. The Infrastructure Investment and Jobs Act (IIJA), signed by President Biden on November 15, 2021, introduced further modifications to the planning process, including changes in policy board composition and participant roles.

In the context of these developments, the City of Victoria has served as the fiscal agent for the Victoria MPO since its designation in February 1982. Initially governed by the Victoria Urban Transportation Planning Committee, the MPO now operates under the Policy Advisory Committee, which includes elected and non-elected officials from the City of Victoria, Victoria County, and the Texas Department of Transportation (TxDOT). This committee plays a crucial role in providing review, policy guidance, and decision-making for transportation planning efforts in the Victoria Metropolitan Area. The list of the Victoria MPO's Policy Advisory Committee members can be found in Appendix A.

A. PURPOSE

The Fiscal Year 2026 Unified Planning Work Program (UPWP) functions as an annual budget that outlines the planning activities the MPO will undertake. It allocates resources for each activity and ensures consistency in addressing transportation system issues within the MPO's planning jurisdiction from year to year. The FY 2026 UPWP has been developed in accordance with the regulations and provisions

established by the BIL, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA).

MAP-21 set forth national goals for MPOs to incorporate into their transportation planning processes. These goals, which were articulated in 23 USC § 150, implemented a performance-based planning approach and sought to evaluate the following:

1. **Safety:** Achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
2. **Infrastructure Condition:** Maintain the highway infrastructure asset system in a state of good repair.
3. **Congestion Reduction:** Achieve a significant reduction in congestion on the National Highway System.
4. **System Reliability:** Improve the efficiency of the surface transportation system.
5. **Freight Movement and Economic Vitality:** Enhance the national freight network, strengthen rural communities' access to national and international trade markets, and support regional economic development.
6. **Reduced Project Delivery Delays:** Lower project costs, promote job creation and economic growth, and expedite the movement of people and goods by accelerating project completion and reducing delays in the project development and delivery process, which includes minimizing regulatory burdens and improving agency operations.

In 2015, the FAST Act was built upon MAP-21 by establishing ten tasks for MPOs. These tasks ensure a continuous, cooperative, and comprehensive evaluation of the transportation system concerning the needs of the MPO. The ten tasks outlined within 23 CFR §459.306 are:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase transportation system safety for motorized and non-motorized users;
3. Increase transportation system security for motorized and non-motorized users;
4. Increase accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;

9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

According to the BIL, MPOs are required to develop and implement a performance-based approach to transportation decision-making. This approach meets the requirements established in prior legislation, such as MAP-21 and the FAST Act. Performance measures are established at both the state and MPO levels to track progress toward achieving desired regional outcomes. The MPO intends to collaborate with TxDOT and its local transit provider, Victoria Transit, to establish specific performance targets. These targets will be considered throughout the development of all plans, including the MTP, the TIP, and the UPWP. The identified targets will guide the development and selection of projects moving forward.

Victoria MPO recognizes the critical importance of public involvement and has implemented procedures to ensure that the public is fully informed about transportation issues. The MPO provides reasonable access to transportation plans and project documents. The MPO's Public Participation Plan (PPP) considers all transportation providers within the Victoria MPO's boundaries and actively engages citizens in the transportation planning process, per the BIL, the FAST Act, and MAP-21.

B. DEFINITION OF AREA

Located about thirty miles from the south-central Texas coastline, the Victoria MPO is in the region of Texas known as the Golden Crescent. The MPO's boundary was amended in 1994 to include all of Victoria County, and since then, its Metropolitan Area Boundary has matched the Victoria County line. Within Victoria County, there are two incorporated cities, with the largest and oldest being the City of Victoria and the recently incorporated City of Bloomington. Maps showing the location and boundaries of the Victoria MPO can be found in Appendix B. The planning work detailed in the FY 2026 UPWP is scheduled to take place within the Metropolitan Planning Area (MPA).

C. ORGANIZATION

The Victoria MPO is governed by one committee, the Policy Advisory Committee, which serves as the executive committee and is responsible for guiding the transportation planning process, ensuring proper coordination between transportation modes and sub-areas, cooperatively establishing transportation needs, and approving proposed plans and projects. The Committee is comprised of ten voting members, with a Chair and Vice-Chair, representing the City of Victoria, Victoria County, TxDOT, the Victoria Regional Airport, and the Victoria County Navigation District. The roster for the Victoria MPO Policy Advisory Committee is included in Appendix A.

D. NON-MPO INVOLVEMENT

In fiscal years 2024 and 2025, the Victoria MPO hired a consultant to develop the 2050 Move Victoria MTP and conduct public engagement and involvement activities for the implementation of Victoria Transit's new fixed routes. In FY 2026, the MPO intends to continue working with a consultant to develop

and implement a public engagement and involvement plan for Victoria Transit. Finally, Victoria MPO intends to hire a consultant for the development of Victoria MPO's Regional Freight Mobility Plan.

E. STRATEGIC PLANNING GOALS FOR FY 2026

The Victoria MPO has identified eight (8) strategic planning goals and topics for the MPO to focus on that demonstrate the key transportation planning issues facing the metropolitan planning area. The goals and/or objectives addressed in the Victoria MPO's FY 2026 UPWP are listed below.

1. **The Metropolitan Transportation Plan (MTP)**- The MTP is a 25-year-long, multimodal transportation plan that provides the basic framework for the region's transportation planning needs. The Victoria MPO's 2050 MTP was adopted on April 8, 2025, and identifies the community's transportation needs over the next 25 years (2025-2050), establishes priorities for funding those improvements, and charts a course for meeting the community's vision. Updates to the 2050 MTP will be incorporated into the planning process as needed. Changes will be implemented in accordance with the MPO's Public Participation Plan (PPP) and accordance with the guidelines established by the MPO Policy Advisory Committee.
2. **The FY 2025-2028 Transportation Improvement Program (TIP)** - The TIP is a short-range, four-year program that summarizes the Victoria MPO's transportation projects that have secured funding. The TIP is updated every two years and must be submitted to TxDOT as part of the Statewide Transportation Improvement Program (STIP). Federal funds cannot be expended on a project unless the project is listed in the MTP, and all projects listed in the TIP must be consistent with the projects listed in the MTP. The MPO's FY 2025-2028 TIP was developed in FY 2024, and updates to the FY 2025-2028 TIP will be incorporated as needed during the planning process. In FY 2026, the MPO will begin developing the FY 2027-2030 TIP in coordination with TxDOT and Victoria Transit.
3. **Travel Demand Model (TDM)** - The MPO initiated the process of updating the 2050 TDM in FY 2022. Throughout FY 2022 and 2023, the MPO worked closely with TxDOT, the Texas A&M Transportation Institute (TTI), and Cambridge Systematics to develop the model's network and sociodemographic analysis and forecast. The TDM is designed to simulate potential transportation scenarios that consider the current transportation network and demographic data. The TDM plays a vital role in informing the MPO's long-range transportation plan, the MTP. The 2050 TDM was delivered to the Victoria MPO in April 2024 and used in the development of the 2050 MTP.
4. **MAP-21 Implementation** - Transition to Performance-Based Planning and Programming: Continue to develop and incorporate performance-based planning criteria, in coordination with TxDOT, to further develop and enhance the performance management approach to transportation planning.
5. **Regional Models of Cooperation** - Ensure a regional approach to transportation planning by promoting cooperation and coordination across transit agencies, MPOs, and State Boundaries.
6. **Complete Streets** - Review current policies, rules, and procedures to determine their impact on safety for all road users, including provisions for safety in future transportation infrastructure,

particularly for non-motorized users. To be considered complete, roads should include safe pedestrian facilities, safe transit stops, and safe crossing opportunities at an interval necessary for accessing destinations. The Victoria MPO addresses this through various tasks, including Task 3.2, Performance Measures, and Subtask 3.3, Transit Planning. Additionally, in FY 2025 and 2026, the MPO will address these issues in a special study as part of Task 5, focusing on public engagement and involvement for Victoria Transit.

7. **Public Involvement** - Conduct early, effective, and continuous public involvement that incorporates diverse viewpoints into the decision-making process, including the integration of virtual public involvement tools while ensuring access to opportunities for individuals without access to computers and mobile devices. The Victoria MPO addresses this throughout the FY 2026 UPWP and specifically in Tasks 1, 3, and 4.
8. **Data in Transportation Planning** - Incorporate data sharing and consideration into the transportation planning process by developing and advancing data sharing principles among MPOs, States, regional, and local agencies. The MPO addresses this throughout the FY 2026 UPWP, with a specific focus on Tasks 2 and 3.

I. TASK 1 – ADMINISTRATION AND MANAGEMENT

REMINDERS:

- 1) Equipment purchases over \$10,000 must comply with 2 CFR §200.439: “Capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of \$10,000 or more have the prior written approval of the Federal agency or pass-through entity.”**
- 2) Out-of-state travel must be pre-approved by TxDOT according to 43 TAC §16.52(b): “The department will approve proposed travel outside the State of Texas by MPO staff and other agencies participating in the MPO planning processes if the travel is funded with federal transportation planning funds. The MPO must receive approval prior to incurring any costs associated with the actual travel (e.g., registration fee). This provision will not apply if the trip is at the request of the department. Travel to the State of Arkansas by the Texarkana MPO staff and travel to the State of New Mexico by the El Paso MPO staff shall be considered in-state travel.”**

A. OBJECTIVE

The Victoria MPO intends to deliver plans and programs necessary to administer Federal transportation planning grants and maintain the cooperative, comprehensive, and continuous (3-C) planning process for the Victoria Metropolitan Planning Organization on a continuing basis. Administration and management for the Victoria MPO includes the management and administration of the Victoria MPO's work tasks; furthermore, Task 1 captures the MPO's anticipated expenditures on supplies, equipment, travel, training, MPO staff Paid-Time-Off (PTO) and Holiday time, website maintenance, and other administrative costs like:

- Development of the MPO's UPWP,
- Development of the MPO's Annual Performance and Expenditure Report (APER),
- Development of the Annual Listing of Projects (ALP),
- Facilitation and administration of public meetings and the public participation process,
- Administration and management of planning contracts like the Victoria Transit Public Engagement Plan and/or the Regional Freight Mobility Plan,
- Preparation and administration of MPO meetings, and
- Compliance with the Victoria MPO's Public Participation Plan (PPP) to ensure a comprehensive and effective transportation planning process.

B. EXPECTED PRODUCTS

The MPO will handle all essential administrative and management tasks needed to sustain and supervise the metropolitan transportation planning process in the Victoria Metropolitan Planning Area (MPA). These deliverables include both physical products and a work product. Activities the MPO undertakes for this Task comprise:

- **Subtask 1.1 – Administration:**

- **Service:** Ongoing monitoring and, if necessary, revising the FY 2026 UPWP throughout FY 2026.
- **Deliverable (as necessary):** Approved revisions of the FY 2026 UPWP and resolutions of approval. (Document, as necessary).
- **Service and Deliverables:** Development, submission, and approval of the FY 2027 UPWP, anticipated final formal adoption in May 2026. (Document).
- **Deliverable:** FY 2025 Annual Performance and Expenditure Report (APER), due by December 15, 2025. (Document and presentation).
- **Deliverable:** The Annual Listing of Projects (APL) for FY 2025 will be due within 90 days after the conclusion of FY 2025. (Document).
- **Service:** Facilitation of public meetings and the public participation process throughout FY 2026.
- **Deliverables (as applicable):** Monthly MPO meeting packets, minutes, presentations, and agendas. (Documents and presentations, as applicable)
- **Service:** Internal MPO Activity, staff PTO, and Holiday time throughout FY 2026.

- **Subtask 1.2- Website Maintenance:**

- **Service:** Maintenance of the Victoria MPO website, www.victoriampo.org, throughout FY 2026.
- **Deliverable:** Regularly updated website content.

- **Subtask 1.3- Travel and Education:**

- **Service:** Staff attendance and participation in training, educational courses, and meetings throughout FY 2026.

C. PREVIOUS WORK

During FY 2025, the Victoria MPO conducted the following activities, plans, and/or programs under Task 1.

- The management and, when necessary, the revision of the FY 2025 UPWP. The closeout of the FY 2025 UPWP and oversight of funds related to it will be completed in early FY 2026.

- The development and submission of the FY 2024 APER was completed in December 2024 and submitted to TxDOT before December 15, 2024. (deliverable, document).
- The development and submission of the FY 2023 and 2024 Annual Listing of Projects (APLs) were completed in June 2025 (document, deliverable).
- The development and distribution of prepared agenda materials for the Policy Advisory Committee meetings, including agendas, presentations, and minutes. This ongoing service will continue into FY 2026, encompassing the production of agenda materials for all scheduled meetings, including documents, presentations, and deliverables (deliverables, documents, presentations)
- Managed the Victoria MPO website, ensuring that documents, meeting agendas, and other MPO resources were accurately displayed as needed. This service will continue in FY 2026, guaranteeing timely website updates, including the publication of updated program documents, meeting notices, and participation records (service/deliverable- maintain current MPO documents and public participation notices)
- Attended and participated in transportation meetings, trainings, and conferences. This ongoing service will continue in FY26 to ensure that staff remain current on best practices.

D. SUBTASKS

Subtask 1.1: Administration

Under this subtask, MPO staff will prepare and submit all necessary documents to ensure compliance and maintain the continuity of the planning process. The plans and documents prepared under this subtask include the FY 2025 Annual Performance and Expenditure Report (APER), the FY 2025 Annual Listing of Projects (APL), and the FY 2027 UPWP; prepare for and conduct Policy Advisory Committee meetings and any other necessary meetings; general staff time, including all PTO and holidays taken by MPO staff; benefits for employees; complete meeting minutes and documentation; facilitate citizen participation; maintain financial records; and purchase office supplies, materials, furniture, computers, and any related equipment needed to administer the MPO. Any purchase of equipment exceeding \$5,000 for one unit will require prior approval from FHWA.

Subtask 1.1 will be funded through the MPO's FY 2026 PL funds, with most of the work to be ongoing throughout all of FY 2026. The FY 2025 APER is expected to be completed by December 15, 2025. The FY 2025 APL is anticipated to be completed within 90 days of the close of FY 2025, and the FY 2027 UPWP is scheduled to be developed in February or March 2026. All work done under this subtask will occur throughout FY 2026 and be completed by the Victoria MPO staff, which includes one full-time MPO employee and four full-time City of Victoria staff.

Key Deliverables prepared under Subtask 1.1- Administration:

- The FY 2025 Annual Performance and Expenditure Report (APER) (document and presentation to the Policy Advisory Committee).
- The FY 2025 Annual Listing of Projects (APL) (document).

- The FY 2027 UPWP (document).

Key Services provided under Subtask 1.1- Administration include:

- Preparation for and conduct of Policy Advisory Committee meetings, as well as any other necessary meetings. This service will deliver meeting minutes, presentations, and documentation.
- Facilitation of citizen participation in line with the MPO's Public Participation Plan.
- Maintenance of financial records.
- Management of staff time, including employee benefits, all paid time off (PTO), and holidays taken by MPO staff.
- Administration and management of planning contracts (e.g., Victoria Transit Public Engagement Plan, Regional Freight Mobility Plan).
- Procurement of office supplies, materials, furniture, computers, and any related equipment necessary to administer the MPO. Any equipment purchase exceeding \$5,000 for a single unit will require prior approval from FHWA.

Subtask 1.2: Website Maintenance

Maintain the Victoria MPO website, www.victoriampo.org, and provide up-to-date information on plans, programs, meetings, and activities. Subtask 1.2 will be funded with the Victoria MPO's FY 2025 PL funds, with the work activity being an ongoing task. All work under Subtask 1.2 will be conducted by MPO staff. This Subtask will result in an online, easily accessible platform for information regarding the Victoria MPO.

Subtask 1.3: Travel and Education

Participate in conferences, seminars, meetings, and training opportunities to remain familiar with current regulations and practices related to the transportation planning field as provided by Federal Highway Administration, Federal Transit Administration, Texas Department of Transportation, Texas Association of Metropolitan Planning Organizations (TEMPO), American Planning Association (APA), and the Association of Metropolitan Planning Organizations (AMPO) (this travel will be out of state), and other related agencies. Prior approval from TxDOT- TPP will be requested for any out-of-state travel.

Activities in Subtask 1.3 will be funded with the MPO's PL funds; this Subtask will be ongoing throughout FY 2026. The resulting products of this Subtask are the ongoing education of MPO staff and continued coordination with MPO partners, such as TxDOT. The MPO will be the agency responsible for approving travel for MPO purposes, in conjunction with its fiscal agent, the City of Victoria.

Task 1: FY 2026 Deliverables and Services Summary:

Subtask	Work Production Description	Deliverable or Service	FY 2026 Completion Target (If Applicable)
1.1	Ongoing monitoring and, if necessary, revising the FY 2026 UPWP.	Service	Ongoing throughout FY 2026

Subtask	Work Production Description	Deliverable or Service	FY 2026 Completion Target (If Applicable)
1.1	Approved revisions of the FY 2026 UPWP and resolutions of approval.	Deliverable Document	As necessary
1.1	FY 2027 UPWP (Development, submission, and approval).	Deliverable Document	May 2026 Adoption Anticipated
1.1	FY 2025 Annual Performance and Expenditure Report (APER).	Deliverable Document, Presentation	On or Before December 15, 2025.
1.1	FY 2025 Annual Listing of Projects (APL).	Deliverable Document	Within 90 days after FY 2025 closes
1.1	Facilitation of public meetings and the public participation process.	Service	Ongoing
1.1	Monthly MPO meeting packets, minutes, presentations, and agendas.	Deliverables Documents, Presentations	Monthly/As applicable
1.1	Internal MPO Activity, staff PTO, and Holiday time.	Service	Ongoing
1.1	Administration and management of planning contracts (e.g., Victoria Transit Public Engagement Plan, Regional Freight Mobility Plan).	Service	Ongoing
1.1	General office administration (financial records, procurement of supplies/equipment)	Service	Ongoing
1.2	Maintenance of the Victoria MPO website (www.victoriampo.org).	Service	Ongoing
1.2	Regularly update the MPO website's content, including plans, programs, meetings, and activities, to ensure accuracy and relevance.	Deliverable/Service	Regularly/Ongoing
1.3	Staff attendance and participation in training, educational courses, and meetings	Service	Ongoing/As opportunities arise

E. FUNDING SUMMARY

Table 1: Task 1 – FY 2026 Funding Summary Table

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Section 5307 Funds	Other Federal Funds	Local Funds	Total Funds	Amount of 2.5% Safety/Complete Streets Set-Aside Funding ²
1.1	Victoria MPO	\$84,150.00	\$0	\$0	\$0	\$84,150.00	\$0
1.2	Victoria MPO	\$10,000.00	\$0	\$0	\$0	\$10,000.00	\$0
1.3	Victoria MPO	\$15,000.00	\$0	\$0	\$0	\$15,000.00	\$0
Total		\$109,150.00	\$0	\$0	\$0	\$109,150.00	\$0.00

¹ TPF – This includes both FHWA PL-112 (including the 2.5% Safety/Complete Streets Set-Aside) and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

² 2.5% Safety/Complete Streets Set-Aside – This funding must come from the PL funds within TPF.

II. TASK 2 - DATA DEVELOPMENT AND MAINTENANCE

A. OBJECTIVE

To create, update, and maintain spatial information, transportation-planning data for performance measures, demographic data, and analyses to support MPO planning efforts.

B. EXPECTED PRODUCTS

Victoria MPO staff will utilize data collection, Geographic Information Systems (GIS), and TransCAD systems to evaluate existing and new plans, develop needed maps, and complete required analyses. Work activities completed under Task 2 include:

- **Subtask 2.1- GIS:**
 - **Service:** Ongoing maintenance and updates of the Victoria MPO GIS database in coordination with the City of Victoria's GIS Team will continue throughout FY 2026.
 - **Deliverables:** Updated GIS datasets, maps, and visual aids to be produced as needed/ongoing (visual aids, presentations, and datasets).
- **Subtask 2.2- Travel Demand Model (TDM):**
 - **Service:** Maintenance and, if necessary, updates to the TDM will include new projects or network revisions and will continue throughout FY 2026.
 - **Deliverables:** Updated TDM model files and supporting documentation, created as needed or upon updates to plans or projects (visual aids, presentations, and datasets).
- **Subtask 2.3- Performance Measures:**
 - **Service:** Coordinate with TxDOT and Victoria Transit to develop, document, and report on federally mandated performance measures for the Victoria MPA during FY 2026.
 - **Deliverables:** Performance measure documentation, data summaries, presentations, and adopted regional performance measures are produced annually or as required (documentation, presentation, and reports, as necessary).
- **Subtask 2.4- Title VI Civil Rights Evaluation:**
 - **Service:** Continuously analyze demographics and oversee public involvement to ensure equal opportunities for all to participate in the transportation planning process, in accordance with Title VI. This effort will persist throughout FY 2026.

- **Deliverables, as necessary:** Demographic analysis reports/summaries and necessary updates to the Public Participation Plan document, produced as needed (document).

C. PREVIOUS WORK

During FY 2025, MPO staff completed the following activities, tasks, and/or programs under Task 2.

- The ongoing maintenance of the Victoria MPO's GIS database will continue in FY 2026, providing updated geospatial datasets and digital/print maps as visual aids for the MPO's use in meetings, reports, and web publications (service/deliverable, datasets, digital/print maps as visual aids).
- The data entry and system analysis for the transportation project related to the 2050 MTP were completed in FY 2025. Ongoing efforts in FY 2026 will include updating the GIS and TDM databases with new projects approved by the Policy Advisory Committee (service/deliverable, 2050 MTP project database)
- The production of maps and graphics for presentations and public meetings will begin in FY 2025 and continue throughout FY 2026 (service/deliverable, new and updated visual aids, public-facing maps).
- Performance measures were first developed or aligned with state and federal guidelines in FY 2025. Ongoing measurement and reporting responsibilities will continue, resulting in annual or periodic performance documentation in FY 2026 (deliverables, updated performance reports and documents, along with the presentation of the revised performance measures).
- Ensure compliance with federal civil rights and nondiscrimination requirements through data collection and process monitoring (service/deliverables, supporting participation documentation, PPP revisions, if necessary, documentation)

D. SUBTASKS

Subtask 2.1: GIS

Continue the partnership with the City of Victoria to develop and maintain the City's GIS databases used for planning purposes for both the City and MPO. The City of Victoria's GIS Team performs all MPO work associated with GIS, and, thereby, the City is reimbursed by the MPO for their assistance, as seen in the Task 2 1-Year Funding Summary Table.

Subtask 2.1 will fund 25% of the City of Victoria's GIS Analyst II salary, to be funded with the Victoria MPO's FY 2026 PL funds. Most of the work in this subtask will be ongoing throughout FY 2026, with a focus on maintaining the GIS network and creating maps for display as needed.

Key Deliverables prepared under Subtask 2.1- GIS:

- Updated GIS datasets, maps, and visual aids. These deliverables will be provided as needed and will remain an ongoing task throughout FY 2026.

Key Services prepared under Subtask 2.1- GIS:

- Ongoing GIS Database Maintenance, Updates, and Analysis in coordination with the City of Victoria.

Subtask 2.2: Travel Demand Model (TDM):

MPO staff will continue to maintain and update the 2050 travel demand model, which was delivered to the MPO in April 2024, along with any necessary edits to the model as needed.

All work under this task will be completed by MPO staff. Activities in Subtask 2.2 will be funded with Victoria MPO's PL funds, with this being an ongoing task throughout FY 2026. Updates to the base network will be completed as projects in the Victoria MPO's area are completed.

Key Deliverables prepared under Subtask 2.2- TDM:

- Updated TDM files and documentation are being continuously updated, with deliverables provided as needed.

Key Services prepared under Subtask 2.2- TDM:

- TDM maintenance and updates.

Subtask 2.3: Performance Measures

The MPO will continue to coordinate with TxDOT and Victoria Transit to develop the appropriate performance measures, as established in MAP-21, the FAST Act, and continued in the BIL. These performance measures have been developed in response to the action and direction from the U.S. Department of Transportation (USDOT) and TxDOT, and the MPO will continue to adopt and analyze performance measures for current and future transportation plans and programs.

All work under this task will be completed by MPO staff. Activities under Subtask 2.3 will be funded with Victoria MPO's PL funds, with this being an ongoing activity throughout FY 2026. A portion of the 2.5% Safety/Completed Streets Set-Aside will be used for the MPO's annual regional safety analysis, which occurs when the MPO adopts its annual safety performance measures.

Key Deliverables prepared under Subtask 2.3- Performance Measures:

- Performance Measure Documentation, Data Summaries, Presentations, and Regional Performance Measures, including the annual safety analysis (deliverable, produced annually/as required).

Key Services prepared under Subtask 2.3- Performance Measures:

- Coordinate with TxDOT and Victoria Transit on federally mandated performance measures, including development, documentation, reporting, and presentations.

Subtask 2.4: Title VI Civil Rights Evaluation

The MPO will continue to ensure that the community can participate in the transportation planning process. Staff will utilize available data to analyze geographic areas in order to ensure maximum participation in the transportation planning process for the entire community. Additionally, under this task, MPO staff will ensure that the Public Participation Plan (PPP) is compliant with necessary regulations and updated as necessary.

All work under this task will be completed by MPO staff. Activities in Subtask 2.4 will be funded with Victoria MPO's PL funds, and this will be an ongoing task throughout FY 2026. Updates to the PPP will be made as necessary, and the MPO will continue to ensure participation in the transportation planning process throughout FY 2026.

Key Deliverables prepared under Subtask 2.4- Title VI Civil Rights Evaluation:

- Demographic analyses, reports, and summaries as necessary.
- Updates to the PPP as necessary.

Key Services prepared under Subtask 2.4- Title VI Civil Rights Evaluation

- Continuous demographic analysis and monitoring of public participation for compliance.

Task 2: FY 2026 Deliverables and Services Summary:

Subtask	Work Production Description	Deliverable or Service	FY 2026 Completion Target (If Applicable)
2.1	Ongoing maintenance and updates of the Victoria MPO GIS database (in coordination with the City of Victoria).	Service	Ongoing throughout FY 2026
2.1	Updated GIS datasets, maps, and visual aids.	Deliverables Datasets Maps	As needed/Ongoing
2.2	Maintenance and, if necessary, updates to the TDM, including new projects or network revisions.	Service	Ongoing throughout FY 2026
2.2	Updated TDM model files and supporting documentation.	Deliverables Files Documentation	As needed/Upon updates
2.3	Coordination with TxDOT & Victoria Transit on federally mandated performance measures.	Service	Ongoing
2.3	Performance measure documentation, data summaries, presentations, and adopted regional performance measures.	Deliverables Documentation Data Presentations	Annually/as required by mandate
2.4	Ongoing demographic analysis and public participation monitoring (Title VI compliance).	Service	Ongoing

Subtask	Work Production Description	Deliverable or Service	FY 2026 Completion Target (If Applicable)
2.4	Demographic analysis reports/summaries, and necessary updates to the Public Participation Plan (PPP).	Deliverables Analysis Documentation Updates	As needed/Upon review

E. FUNDING SUMMARY

Table 2: Task 2 – FY 2026 Funding Summary Table

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ³	FTA Section 5307 Funds	Other Federal Funds	Local Funds	Total Funds	Amount of 2.5% Safety/Complete Streets Set-Aside Funding ⁴
2.1	City of Victoria	\$22,500.00	\$0	\$0	\$0	\$22,500.00	\$0
2.2	Victoria MPO	\$2,500.00	\$0	\$0	\$0	\$2,500.00	\$0
2.3	Victoria MPO	\$9,500.00	\$0	\$0	\$0	\$9,500.00	\$1,532.91 ⁵
2.4	Victoria MPO	\$3,000.00	\$0	\$0	\$0	\$3,000.00	\$0
Total		\$37,500.00	\$0	\$0	\$0	\$37,500.00	\$1,521.91

³ TPF – This includes both FHWA PL-112 (including the 2.5% Safety/Complete Streets Set-Aside) and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

⁴ 2.5% Safety/Complete Streets Set-Aside – This funding must come from the PL funds within TPF.

⁵ The total budget for Subtask 2.3 is \$9,500; the \$1,532.91 for 2.5% Safety/Complete Streets Set-Aside Funding is a portion of the total amount budgeted.

III. TASK 3 - SHORT RANGE PLANNING

A. OBJECTIVE

To perform the required short-range transportation planning activities which will assist in the development of long-range and on-going projects; engage the public and ensure a collaborative, comprehensive, and continuous metropolitan transportation planning process; provide the public participation process; and maintain coordination between the MPO and Victoria Transit to plan and address the needs of Victoria Transit.

B. EXPECTED PRODUCTS

- **Subtask 3:1- Transportation Improvement Program (TIP):**
 - **Service and Deliverable:** Process amendments to the FY 2025-2028 TIP, as needed. Amendments to follow the quarterly STIP revision cycle and should be completed by May 2026 (deliverable, document, as necessary).
 - **Service and Deliverable:** The development of the FY 2027-2030 TIP will commence in early FY 2026. The draft is expected to be presented to the public by April or May 2026, with final approval from the Policy Advisory Committee anticipated in May or June 2026 (deliverable, document, meeting, presentation).
- **Subtask 3:2- MPO Transit Planning:**
 - **Service:** Continue collaboration between Victoria Transit and the Victoria MPO by evaluating the existing transit system in relation to local needs throughout FY 2026.
 - **Service and Deliverable:** Public engagement and involvement activities for the education of the community on new Victoria Transit fixed routes, including development of educational materials and public meetings (deliverable with completion anticipated in January 2026; also outlined in Task 5).
- **Subtask 3:3- Public Participation and Public Involvement Activities:**
 - **Service:** General public engagement and involvement activities aimed at educating the community about the MPO and transportation topics will continue throughout FY 2026.
 - **Service and Deliverable:** Regularly evaluate the Public Participation Plan (PPP) to monitor its effectiveness and revise it as necessary (service/deliverable, document, as necessary).
 - **Service and Deliverable:** Attend the Victoria Annual Summer Library Fest, where the MPO will emphasize transportation safety education for children and families, scheduled for late May or early June 2026 (service/deliverable, event participation/meeting, and education materials).

- Public engagement and involvement activities to educate the community on the MPO and transportation throughout FY 2026.

C. PREVIOUS WORK

During FY 2025, MPO staff completed the following activities, tasks, and/or programs under Task 3.

- The maintenance and revision of the FY 2025-2028 TIP were ongoing activities in FY 2025. This process will continue into FY 2026, with any necessary amendments to the TIP being processed and completed by May 2026, before the adoption of the FY 2027-2030 TIP (deliverable, document, as required).
- The analysis and adoption of Victoria MPO Performance Measures took place under Task 3 in FY 2025, which included the adoption of Safety Performance Measures in January 2025 and updates to the MPO's Pavement and Bridge conditions in February 2025. For FY 2026, this area of work is now primarily addressed under Task 2.
- Continued coordination and collaboration with Victoria Transit to develop and implement more efficient fixed routes was an ongoing activity in FY 2025. This work will extend into FY 2026, including ongoing public engagement and involvement activities for the implementation of Victoria Transit's new fixed routes (as also detailed in Task 5 and Subtask 3.2). These engagement activities are expected to be completed by January 2026.

D. SUBTASKS

Subtask 3.1: Transportation Improvement Program (TIP)

The Victoria MPO will process any amendments to the FY 2025-2028 TIP as needed. Additionally, Victoria MPO staff will coordinate with TxDOT and Victoria Transit on the development of the FY 2026-2030 TIP. The development of the FY 2026-2030 TIP is expected to begin early in 2026, with public involvement for the plan anticipated to occur in March or April 2026. MPO staff anticipate final Policy Advisory Committee approval on the new FY 26-30 TIP in May or June 2026.

All work developed under Subtask 3.1 will be funded with MPO FY 2026 PL funds, with the majority of the work under this subtask being an ongoing project in FY 2026. MPO staff who will conduct the work under this subtask include one full-time MPO employee and one part-time City of Victoria staff member.

Key Deliverables prepared under Subtask 3.1- TIP:

- Revise the FY 2025-2028 Transportation Improvement Program (TIP) Document as necessary by May 2026 for the STIP cycle (deliverable, document, as necessary).
- Develop the FY 2027-2030 TIP and seek approval from the Policy Advisory Committee by May or June 2026 (document, meeting, service, presentation).

Key Services prepared under Subtask 3.1- TIP:

- Processing amendments to the FY 2025- 2028 TIP.
- Development and management of the FY 2027- 2030 TIP, including public involvement.

Subtask 3.2: MPO Transit Planning

The MPO will continue to assess the existing transit system in relation to local needs and within the framework of the entire transportation system. Additionally, it will maintain collaboration with Victoria Transit on their transportation planning efforts. Planning activities under this Subtask will involve ongoing education and engagement of public transit users in Victoria.

All tasks completed under this Subtask will be funded by the MPO's FY 2026 PL funds, with most of the work being an ongoing project. The MPO anticipates that public engagement and participation in the implementation of fixed-route services will be completed by January 2026; however, it expects these activities to continue throughout FY 2026. For more information about this special study or plan, refer to Task 5. All work under this subtask will be carried out by one full-time MPO staff member and one full-time City of Victoria staff member.

Key Deliverables prepared under Subtask 3.2- MPO Transit Planning:

- Public Engagement Materials for the Victoria Transit Public Engagement Plan aimed at promoting the newly implemented Fixed Routes (deliverables, educational documents, meeting summaries, etc.).

Key Services prepared under Subtask 3.2- MPO Transit Planning:

- Ongoing evaluation of the existing transit system and collaboration with Victoria Transit.
- Conducting public engagement and involvement activities for Victoria Transit, as needed.

Subtask 3.3 Public Participation and Public Involvement Activities

Ensure that the local and regional community can participate in the transportation planning process. Evaluate the Public Participation Plan regularly to monitor its effectiveness and revise it as needed. Hold public meetings as outlined in the Public Participation Plan (PPP).

Additionally, under Subtask 3.3, the MPO will continue its participation at the Victoria Annual Summer Library Fest. This has become an annual tradition for the MPO and the Victoria Public Library, where the MPO educates parents and children on transportation safety. This subtask includes funds for the 2.5% Safety/Complete Streets Set-Aside. The theme of the public engagement activities changes, but it is focused on safe, multimodal transportation tailored for young school children and their families.

All activities completed under this subtask will be funded with the MPO's PL funds, with a portion of MPO's Subtask 3.3 funding going to the 2.5% Set-Aside. The work in Subtask 3.3 will be ongoing throughout FY 2026, with the Victoria Annual Summer Library Fest scheduled to occur in late May or early June. Work under this subtask will be completed by Victoria MPO staff, which includes one full-time MPO staff member and one full-time City of Victoria staff member.

Key Deliverables prepared under Subtask 3.3- Public Participation and Public Involvement**Activities:**

- Revisions to the PPP will be made as needed throughout FY 2026 (document, as needed).
- Educational materials to promote transportation safety for the Summer Library Fest in May/June 2026 (documents, crafts, educational materials, handouts).

Key Services prepared under Subtask 3.3- Public Participation and Public Involvement**Activities:**

Ongoing evaluation of the existing transit system and collaboration with Victoria Transit.

- General public participation and public involvement activities throughout FY 2026.
- Participation in the Victoria Library Annual Summer Library Fest in May or June 2026.
- Evaluation of the PPP, as needed.

Task 3: FY 2026 Deliverables and Services Summary:

Subtask	Work Production Description	Deliverable or Service	FY 2026 Completion Target (If Applicable)
3.1	Amendments to the FY 2025-2028 Transportation Improvement Program (TIP).	Service & Deliverable Document Updates	As needed (by May 2026 for STIP cycle)
3.1	Development of the FY 2026-2030 TIP (including public involvement).	Service & Deliverable Document	Ongoing
3.2	MPO Transit Planning: Evaluation of the existing transit system & collaboration with Victoria Transit.	Service	Ongoing
3.2	Public engagement & involvement for Victoria Transit fixed-route implementation (See also Task 5).	Service & Deliverable Materials Documentation Meetings	Public Engagement Plan- Completion January 2026
3.3	Public Participation and Public Involvement Activities (general MPO & transportation education).	Service	Ongoing
3.3	Evaluation and revision of Public Participation Plan (PPP).	Service & Deliverable Document updates	As needed

Subtask	Work Production Description	Deliverable or Service	FY 2026 Completion Target (If Applicable)
3.3	Victoria Annual Summer Library Fest participation (transportation safety education).	Service & Deliverable Event Materials	Late May/Early June 2026

E. FUNDING SUMMARY

Table 3: Task 3 – FY 2026 Funding Summary Table

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ⁶	FTA Section 5307 Funds	Other Federal Funds	Local Funds	Total Funds	Amount of 2.5% Safety/Complete Streets Set-Aside Funding ⁷
3.1	Victoria MPO	\$12,000.00	\$0	\$0	\$0	\$12,000.00	\$0
3.2	Victoria MPO	\$19,000.00	\$0	\$0	\$0	\$19,000.00	\$0
3.3	Victoria MPO	\$22,000.00	\$0	\$0	\$0	\$22,000.00	\$2,000.00 ⁸
Total		\$53,000.00	\$0	\$0	\$0	\$53,000.00	\$2,000.00

⁶ TPF – This includes both FHWA PL-112 (including the 2.5% Safety/Complete Streets Set-Aside) and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

⁷ 2.5% Safety/Complete Streets Set-Aside – This funding must come from the PL funds within TPF.

⁸ The total budget for Subtask 3.3 is \$22,000; the \$2,000 for 2.5% Safety/Complete Streets Set-Aside Funding is a portion of the total amount budgeted.

IV. TASK 4 - METROPOLITAN TRANSPORTATION PLAN

A. OBJECTIVE

The Victoria MPO will monitor the newly adopted Move Victoria 2050 Metropolitan Transportation Plan (MTP) and update and amend the plan as necessary.

B. EXPECTED PRODUCTS

- **Subtask 4.1- Metropolitan Transportation Plan (MTP):**
 - **Service:** Monitoring Move Victoria 2050 MTP to ensure compliance with federal and state regulations while identifying necessary updates based on evolving regional conditions, MPO priorities, or new transportation projects will be a continuous task in FY 2026.
 - **Service and Deliverable:** Process and adopt amendments to the Move Victoria 2050 MTP document, including managing public involvement and securing formal adoption according to the MPO's Public Participation Plan (PPP) and following the guidelines established by the MPO Policy Advisory Committee, as necessary throughout FY 2026 (deliverable, document, as necessary).

C. PREVIOUS WORK

In FY 2025, MPO staff, along with the consulting firm Alliance Transportation Group, LLC, finalized the following plans, activities, and programs under Task 4.

- The final public engagement activities and public hearings for the draft 2050 MTP were conducted and completed in March 2025.
- Completed the necessary amendments to the 2045 MTP in February 2025 to ensure that an up-to-date MTP was in effect.
- Formally adopted the Move Victoria 2050 MTP on April 8, 2025. Consequently, work extending into FY 2026 under this task will involve ongoing monitoring of the newly adopted plan and processing any necessary amendments.

D. SUBTASKS

Subtask 4.1: Metropolitan Transportation Plan (MTP)

MPO staff will process any necessary amendments to the 2045 MTP and complete the development of the 2050 MTP. If amendments to the MTP are required, they will be developed in a manner consistent

with the MPO's Public Participation Plan (PPP). Subtask 4:1 will be completed using FY 2026 PL funds. Additionally, this will be an ongoing subtask for FY 2026. One full-time MPO employee will be responsible for completing all work under this subtask.

Key Deliverables prepared under Subtask 4.1- MTP:

- Amendments to the Move Victoria 2050 MTP document, along with supporting analysis and public involvement records, as required, throughout FY 2026 (document, as needed).

Key Services prepared under Subtask 4.1- MTP:

- Ongoing monitoring of the Move Victoria 2050 MTP for compliance, as needed for updates, throughout FY 2026.
- Processing and managing amendments to the Move Victoria 2050 MTP, including the public involvement and adoption processes as needed throughout FY 2026.

Task 4: FY 2026 Deliverables and Services Summary:

Subtask	Work Production Description	Deliverable or Service	FY 2026 Completion Target (If Applicable)
4.1	Monitoring of the Move Victoria 2050 MTP for compliance and identifying any necessary updates or amendments.	Service	Ongoing throughout FY 2026
4.1	Amendments to the Move Victoria 2050 MTP, including public engagement and adoption.	Service & Deliverable Document Updates	As needed

E. FUNDING SUMMARY

Table 4: Task 4 – FY 2026 Funding Summary Table

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ⁹	FTA Section 5307 Funds	Other Federal Funds	Local Funds	Total Funds	Amount of 2.5% Safety/Complete Streets Set-Aside Funding ¹⁰
4.1	Victoria MPO	\$34,000.00	\$0	\$0	\$0	\$34,000.00	\$0
Total		\$34,000.00	\$0	\$0	\$0	\$34,000.00	\$0

⁹ TPF – This includes both FHWA PL-112 (including the 2.5% Safety/Complete Streets Set-Aside) and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

¹⁰ 2.5% Safety/Complete Streets Set-Aside – This funding must come from the PL funds within TPF.

V. TASK 5 - SPECIAL STUDIES

A. OBJECTIVE

The MPO will conduct special studies to support existing and projected local and regional needs. In FY 2026, the MPO will continue to work with the selected consultant and Victoria Transit on the Victoria Transit Public Engagement Plan to implement new fixed routes in Victoria. Additionally, in FY 2026, the MPO plans to hire a consultant to conduct a Regional Freight Mobility Plan.

B. EXPECTED PRODUCTS

- **Subtask 5:1- Victoria Transit Public Engagement Plan and Services (Completion):**

- **Service (Consultant-led, MPO staff oversight):** Coordinate with the MPO's consultant and Victoria Transit to implement the public engagement plan for new fixed routes. The consultant will conduct engagement activities, with all activities and deliverables completed by January 31, 2026.
- **Deliverables (Consultant-produced):** The outcomes of the public engagement process will encompass educational materials, summaries of public meetings, presentations, visual aids, analyses of feedback, recommendations for transit stops, and a final comprehensive Victoria Transit Public Engagement Plan, which is set to be completed by January 31, 2026 (document, January 2026).

- **Subtask 5:2- Regional Freight Mobility Plan (Initiation):**

- **Service (MPO-led) and Deliverable:** MPO staff will develop and release a Request for Qualifications (RFQ) to solicit proposals from qualified consultants to create a regional freight mobility plan. This service is scheduled to take place in October or November 2026.
- **Service (MPO-led Procurement):** MPO staff, together with City of Victoria staff, will oversee the consultant selection process, culminating in the choice of the most qualified consultant in December 2025 or January 2026.
- **Service (Consultant-led, MPO Oversight):** The selected consultant will initiate the development of the regional freight mobility plan. MPO staff anticipate that the completion of the plan will require two fiscal years: FY 2026 and FY 2027.
- **Deliverables (Consultant-Produced):** The preliminary elements and technical work memos generated by the selected consultant, including reports on existing conditions, initial data analyses, plan reviews, and summaries of stakeholder engagement, as relevant, for the first phase of this two-year plan (deliverables, documents, monthly progress reports).

C. PREVIOUS WORK

In FY 2025, MPO staff began the following work activities under Task 5.

- The process to release an RFQ for the Victoria Transit Public Engagement Plan and Services was initiated in April 2025. The procurement activity, including the final selection of the consultants, Alliance Transportation Group, LLC, was completed on June 3, 2025.
- Released an RFQ for the Victoria Transit Public Engagement Plan. *This task has not been completed as of the development and publication of the draft FY 2026 UPWP.*
- Selected a qualified consulting firm to begin the planning and public engagement process for establishing new transit stops and implementing new fixed routes for Victoria Transit. *This activity has not been completed as of the development and publication of the draft FY 2026 UPWP.*

D. SUBTASKS

Subtask 5.1: Victoria Transit Public Engagement Plan and Services

Victoria MPO and Victoria Transit staff will continue to coordinate and collaborate with Alliance Transportation Group, LLC, to conduct public engagement and involvement activities for the implementation of Victoria Transit's new fixed routes. The services will assist the MPO and Victoria Transit staff with drafting the placement of transit stops along the proposed routes and provide personnel, materials, and support to guide the implementation of a new fixed-route system in Victoria. The study started in June 2025 and is scheduled for completion by January 31, 2026.

The selected consultant will perform all work under this subtask, while the MPO will be responsible for managing and administering this contract, which will be charged to Task 1. A portion of the budgeted funds for this subtask will be allocated to the 2.5% Safety/Complete Streets Set-Aside funds. Developing, placing, and enhancing Victoria Transit routes and stops will help ensure a safe, multimodal transportation network in Victoria. Specifically, this subtask will address public transportation in a safe and informative manner. Furthermore, the consultant will assist the MPO and Transit in developing educational materials for current and potential transit riders.

Key Deliverables prepared under Subtask 5.1- Victoria Transit Public Engagement Plan and Services:

- Public engagement materials (deliverable, education documents, meeting aids, presentations, etc).
- Summaries of public meetings and feedback analysis (deliverables, documents, technical memos).
- Recommendations for transit stop placements (deliverable, documents, maps, visual aids, technical memos).
- Final Victoria Transit Public Engagement Plan/Report (deliverable, document).

Key Services prepared under Subtask 5.1- Victoria Transit Public Engagement Plan and Services:

- Consulting services for the Victoria Transit Public Engagement Plan and Services (consultant-led, completion by January 31, 2026).
- MPO coordination and oversight of the consultant work and final deliverables (MPO-led, completion by January 31, 2026).

Subtask 5.2: Regional Freight Mobility Plan

The Victoria MPO plans to hire a consultant to develop a regional freight mobility plan for the Victoria MPA. The MPO will release an RFQ in early FY 2026. The plan will be funded using Victoria MPO PL funds. It will produce a Freight Mobility Plan for Victoria that emphasizes the safe and efficient movement of goods and services within the Texas Crossroads. Furthermore, this plan is expected to assist the MPO in selecting transportation projects in the future. The MPO anticipates that this plan will span over two fiscal years, FY 2026 and FY 2027.

Key Deliverables prepared under Subtask 5.2- Regional Freight Mobility Plan:

- Request for Qualifications (RFQ) document for selecting a consultant (deliverable, MPO-produced, October/November 2026).
- The preliminary elements and technical work memos generated by the selected consultant (deliverable, consultant-produced, after the first quarter of FY 2026 is complete).
- The Final Regional Freight Mobility Plan document—**this deliverable will not be complete until FY 2027.**

Key Services prepared under Subtask 5.2- Regional Freight Mobility Plan:

- Release of RFQ and consultant selection process (deliverable, document, MPO-led, October/November 2025).
- Consulting services for the phase 1 development of the Regional Freight Mobility Plan (consultant-led; the plan was initiated in FY 2026, and completion is estimated for FY 2027).
- MPO coordination and oversight of the consultant's work and deliverables (MPO-led, following contract execution, FY 2026 and 2027).

Task 5: FY 2026 Deliverables and Services Summary:

Subtask	Work Production Description	Deliverable or Service	FY 2026 Completion Target (If Applicable)
5.1	Consulting services for the Victoria Transit Public Engagement Plan (implementation of new fixed routes).	Service Consultant-led	By January 2026

Subtask	Work Production Description	Deliverable or Service	FY 2026 Completion Target (If Applicable)
5.1	Outputs of the public engagement process (materials, meeting summaries, feedback analysis, stop placement recommendations) for new transit routes.	Deliverables Consultant-produced documents	By January 2026
5.1	Final Victoria Transit Public Engagement Plan/Report.	Deliverable Consultant-led Document	By January 2026
5.2	Release of the Request for Qualifications (RFQ) for a Regional Freight Mobility Plan consultant.	Service & Deliverable MPO-led Procurement RFQ Document	October/November 2025
5.2	Selection process for consultants for the Regional Freight Mobility Plan.	Service MPO-led	December 2025/January 2026
5.2	Consulting services for the development of the Regional Freight Mobility Plan (Phase 1).	Service & Deliverable Consultant- led Documentation of work performed/technical reports	To begin in the 2nd quarter of FY 2026, spanning two fiscal years: FY 2026 and FY 2027.

E. FUNDING SUMMARY

Table 5: Task 5 – FY 2026 Funding Summary Table

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹¹	FTA Section 5307 Funds	Other Federal Funds	Local Funds	Total Funds	Amount of 2.5% Safety/Complete Streets Set-Aside Funding ¹²
5.1	Victoria MPO	\$38,785.00	\$0	\$0	\$0	\$38,785.00	\$3,300.64 ¹³
5.2	Victoria MPO	\$50,000.00	\$0	\$0	\$0	\$50,000.00	\$0
Total		\$88,785.00	\$0	\$0	\$0	\$88,785.00	\$3,300.64

¹¹ TPF – This includes both FHWA PL-112 (including the 2.5% Safety/Complete Streets Set-Aside) and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

¹² 2.5% Safety/Complete Streets Set-Aside – This funding must come from the PL funds within TPF.

¹³ The total budget for Subtask 5.1 is \$38,785; the \$3,300.64 for 2.5% Safety/Complete Streets Set-Aside Funding is a portion of the total amount budgeted.

BUDGET SUMMARY

Table 6: 1-Year Funding Summary - FY 2026

UPWP Task	Description	TPF ¹⁴	FTA Sect. 5307 Funds	Other Federal Funds	Local Funds	Total Funds	Amount of 2.5% Safety/Complete Streets Set-Aside Funding ¹⁵
1.0	Administration – Management	\$109,150.00	\$0	\$0	\$0	\$109,150.00	\$0
2.0	Data Development and Maintenance	\$37,500.00	\$0	\$0	\$0	\$37,500.00	\$1,532.91
3.0	Short Range Planning	\$53,000.00	\$0	\$0	\$0	\$53,000.00	\$2,000.00
4.0	Metropolitan Transportation Plan	\$34,000.00	\$0	\$0	\$0	\$34,000.00	\$0
5.0	Special Studies	\$88,785.00	\$0	\$0	\$0	\$88,785.00	\$3,300.64
Total		\$322,435.00	\$0	\$0	\$0	\$322,435.00	\$6,833.55¹⁶

Combined Authorized TPF (WO 1 and WO 2) for FY 2026	\$375,000.00
Estimated Unexpended TPF Carryover (WO 3) from Previous FYs	\$276,853.07
TOTAL TPF AVAILABLE for FY 2026	\$651,853.07

¹⁴ TPF – This includes both FHWA PL-112 (including the 2.5% Safety/Complete Streets Set-Aside) and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

¹⁵ 2.5% Safety/Complete Streets Set-Aside – This funding must come from the PL funds within TPF.

¹⁶ The total budget for FY 2026 is \$322,435; the \$6,833.55 for 2.5% Safety/Complete Streets Set-Aside Funding is a portion of the total FY 2026 budget.

APPENDIX A

Victoria MPO Policy Advisory Committee Membership

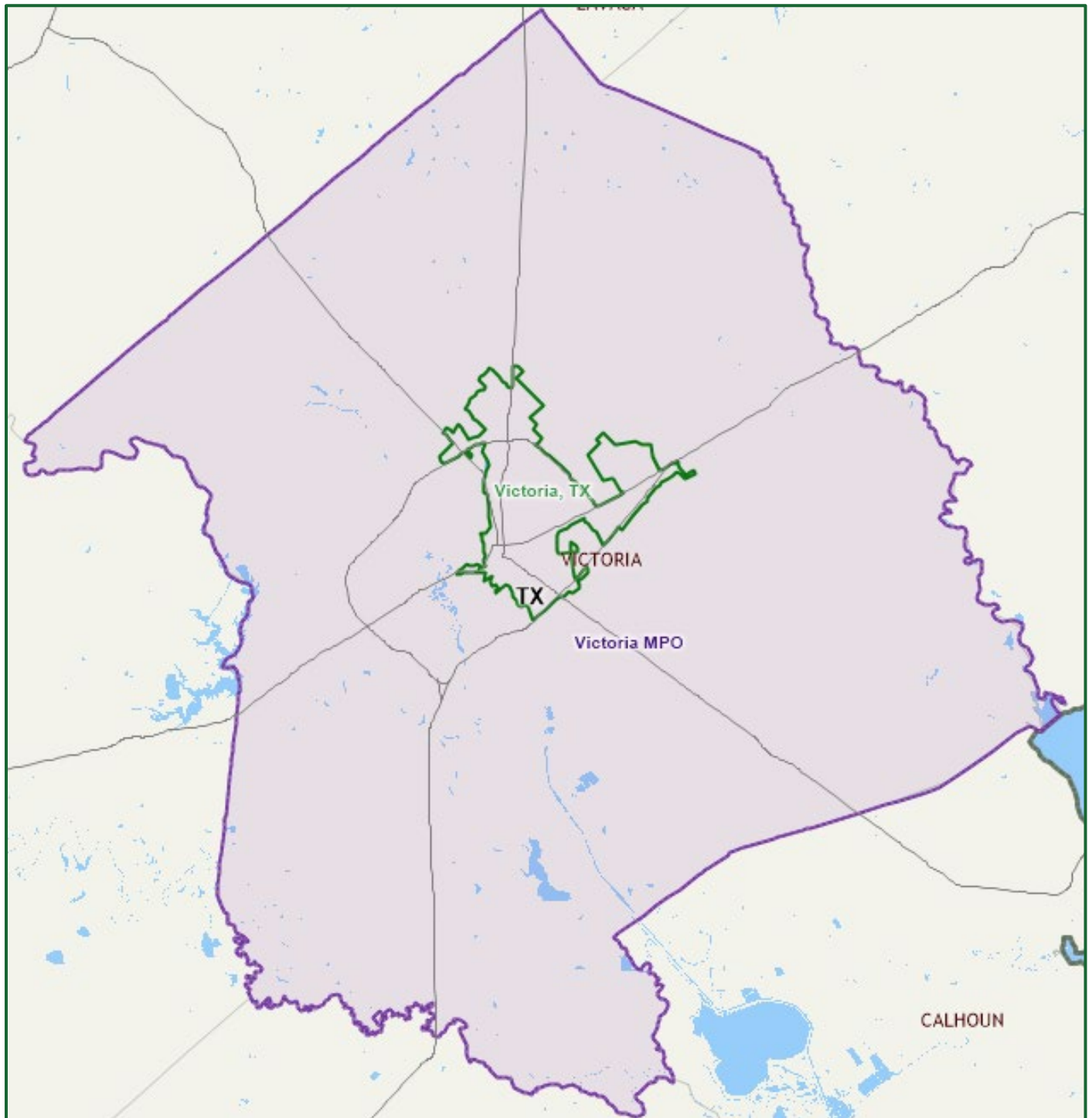
Janis L. Scott, Chair	City Council Member	City of Victoria
Danny Garcia, Vice-Chair	County Commissioner	Victoria County
James Janak, P.E.	Area Engineer	TxDOT Victoria Office
Jesús A. Garza	City Manager	City of Victoria
Jeff Vinklerek, P.E.	District Engineer	TxDOT Yoakum District
Ken Gill, P.E.	Director of Public Works	City of Victoria
Vinicio "Lenny" Llerena	Executive Director	Victoria Regional Airport
Mark Loffgren	City Council Member	City of Victoria
Jason Ohrt	County Commissioner	Victoria County
Sean Stibich	Executive Director	Port of Victoria

MPO Staff

Julie Fulgham, AICP	Director of Development Services
Maggie Bergeron, AICP	MPO Administrator
Jennifer Reyes	GIS Analyst
Meredith Cash	Administrative Assistant
Victoria Reyna	Grant Specialist

APPENDIX B

Metropolitan Planning Area Boundary Map



APPENDIX C

Debarment Certification

(Negotiated Contracts)

(1) The **VICTORIA MPO** as **CONTRACTOR** certifies to the best of its knowledge and belief that it and its principles:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public* transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity* with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this application/proposal had one or more public transactions* terminated for cause or default.

(2) Where the **CONTRACTOR** is unable to certify any of the statements in this certification, such **CONTRACTOR** shall attach an explanation to this certification.

**Federal, state or local*

DocuSigned by:

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Jan Scott, City Councilwoman and Victoria MPO Policy Advisory
Committee – Chair

6/3/2025

Date

Victoria MPO

APPENDIX D

Lobbying Certification

The undersigned certifies to the best of their knowledge and belief, that:

- (1) No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

DocuSigned by:

Jan Scott

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*Jan Scott, City Councilwoman and Victoria MPO Policy Advisory
Committee – Chair*

6/3/2025

Date

Victoria MPO

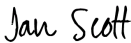
APPENDIX E

Certification of Contract and Procurement Procedures Compliance

I, Jan Scott, City Councilmember of the City of Victoria,

a duly authorized officer/representative of Victoria MPO

do hereby certify that the contract and procurement procedures that are in effect and used by the forenamed MPO are in compliance with 2 CFR §200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," as it may be revised or superseded.

DocuSigned by:

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Jan Scott, City Councilwoman and Victoria MPO Policy Advisory Committee – Chair

6/3/2025
Date

Attest:

DocuSigned by:

3141E36C1E6D422...

Maggie Bergeron, AICP

Maggie Bergeron

Victoria MPO Administrator

APPENDIX F

Certification of Internal Ethics and Compliance Program

I, Jan Scott, City Councilmember of the City of Victoria

a duly authorized officer/representative of Victoria MPO

do hereby certify that the forenamed MPO has adopted and does enforce an internal ethics and compliance program that is designed to detect and prevent violations of law, including regulations and ethical standards applicable to this entity or its officers or employees and that the internal ethics and compliance program satisfies the requirements of 43 TAC § 31.39 "Required Internal Ethics and Compliance Program" and 43 TAC § 10.51 "Internal Ethics and Compliance Program" as it may be revised or superseded.

DocuSigned by:


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Jan Scott, City Councilwoman and Victoria MPO Policy Advisory Committee – Chair

6/3/2025

Date

Attest:

DocuSigned by:


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Maggie Bergeron, AICP

Maggie Bergeron

Victoria MPO Administrator

APPENDIX G

Amendment Summary

Victoria MPO

FY 2026 UPWP Amendment Summary

Policy Board Action DATE	Federal Approval DATE	UPWP Amendment Resolution Number	UPWP Page #(s)	UPWP Amendment Summary
02/10/2026		2026-03	pg. 22,28, and 36	<i>Amend FY 2026 funds to Tasks:</i> • 2.1 GIS from \$21,000 to \$22,500 • 2.3 Performance Measures from \$5,500 to \$9,500 <i>To reflect work products completed in Task 2.1 and 2.3, for development and analysis of MPO performance measures, and to update Safety 2.5% Set-Aside Funding.</i> <i>Amend FY 2026 funds to Task:</i> • 3.2 from \$21,000 to \$19,000 to reflect work products traditionally budgeted to this task to Task 2 (already listed in the UPWP). <i>Amend FY 2026 funds to Tasks:</i> • 5.1 from \$10,000 to \$38,785 to reflect the final contract costs paid out in FY 2026; • 5.2 from \$140,000 to \$50,000 to reflect work activity for this subtask in FY 2026

Policy Board Action DATE	Federal Approval DATE	UPWP Amendment Resolution Number	UPWP Page #(s)	UPWP Amendment Summary