



# **Unified Planning Work Program**

**Fiscal Year 2019**

Draft Approved by the Policy Committee: May 8, 2018

Final Approved by the Policy Advisory Committee: June 12, 2018

## DISCLAIMER

This report was prepared in cooperation with the Texas Department of Transportation and was funded, in part, through grant(s) from the Federal Highway Administration, the Federal Transit Administration, and U.S. Department of Transportation. The contents of this report reflect the views of the views and opinions of the authors and or agency and do not expressly reflect or state those of the U.S. Department of Transportation.

## INTRODUCTION

Since its designation in February 1982, the City of Victoria has been the fiscal agent for the Victoria Metropolitan Planning Organization (MPO). The original decision-making body of the MPO was the Victoria Urban Transportation Planning Committee, which included state, county, and city officials. It was charged with the task of being:

*"...cooperatively responsible for the performance of the planning process including transportation systems plans developed as a part of the planning process; ensure proper coordination of transportation modes and between sub-areas; cooperatively establish transportation needs; and propose projects from all transportation modes for recommendation to those governmental units responsible for program development and project implementation."*

[State Department of Highways and Public Transportation Minute Order No. 76787, dated 20 February 1980]

The current transportation bill, Fixing America's Surface Transportation Act (FAST Act), maintains the metropolitan planning process as a cooperative, continuous, and compressive framework for making transportation investment decisions in metropolitan areas.

### A. PURPOSE

The Unified Planning Work Program (UPWP) describes the annual activities that will be undertaken by the MPO, allocates resources to pay for each activity, and maintains consistency from year to year in addressing transportation system issues within the MPO's planning jurisdiction.

In 2012, the Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP- 21) was signed into law requiring MPO's to meet seven new requirements related to performance measures. These goals have been identified as:

1. **Safety:** to achieve a significant reduction in traffic fatalities and serious injuries on all public roads
2. **Infrastructure Condition:** to maintain the highway infrastructure asset system in a state of good repair

3. **Congestion Reduction:** to achieve a significant reduction in congestion on the National Highway System
4. **System Reliability:** to improve the efficiency of the surface transportation system
5. **Freight Movement and Economic Vitality:** to improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development
6. **Environmental Sustainability:** to enhance the performance of the transportation system while protecting and enhancing the natural environment
7. **Reduced Project Delivery Delays:** to reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

Following the success of MAP-21, in 2015, the Fixing America's Surface Transportation Act (FAST Act) was signed into law which outlined ten broad tasks each MPO's must incorporate into their comprehensive planning process. The ten tasks, listed below, help maintain consistency from year to year in addressing the transportation systems issues within the MPO planning jurisdiction. The following factors allow the Victoria MPO (VMPO) to assist in the comprehensive, cooperative, and continuous evaluation of the transportation system in relation to the needs of the VMPO. The ten tasks are:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve the 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 by reducing and mitigating storm water impacts of surface transportation; and
10. Enhance travel and tourism.

By incorporating these performance measures, the MPO can track improvements towards the accomplishment of desired outcomes for the region. The Victoria MPO intends to develop specific performance targets in coordination with the State and its local transit provider, Victoria Transit. The performance targets will be considered throughout the development of all plans completed by the VMPO, including the Metropolitan Transportation Plan (MTP), Transportation Improvement Plan (TIP), and the Unified Planning Work Program (UPWP). The targets identified in this section will also be considered throughout the development and selection process of projects.

Recognizing the importance of public involvement, the Victoria MPO also implements procedures to ensure that the public is fully informed about transportation issues and is given reasonable public access to transportation plans and project documents. The Victoria MPO developed a Public Participation Program (PPP) in compliance with the requirements specified in MAP- 21 in February of 2013. On January 9<sup>th</sup>, 2018, the Victoria MPO Policy Advisory Committee adopted a new PPP, in compliance with FAST Act requirements. The newly adopted PPP takes into consideration all transportation providers within the Victoria MPO boundaries and involves citizens in its planning process in accordance with MAP- 21 and FAST Act requirements.

## **B. DEFINITION OF AREA**

In 1994, the Victoria MPO boundary line was amended to include the all of Victoria County, since then the Victoria MPO's Metropolitan Area Boundary has coincided with the Victoria County line. The MPO Urban Area Boundary (UAB) roughly coincides with the city limits of Victoria. The City of Victoria is the only urbanized area and incorporated community within the study area; maps displaying the boundaries are provided in Appendix A.

## **C. ORGANIZATION**

The only committee of the Victoria MPO is 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, cooperative establishing transportation needs, and approving proposed plans and projects. The committee is comprised of ten voting members 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 B.

## **D. PRIVATE SECTOR INVOLVEMENT**

In previous years, the Victoria MPO utilized services for traffic counts, intersection studies, a signal timing coordination study, and the Metropolitan Transportation Plans. Private sector services will be used in the fiscal year 2019 to assist in the development of the 2045

Metropolitan Transportation Plan (MTP).

## E. PLANNING ISSUES AND EMPHASIS

1. Update the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) as needed to adapt to current needs and desires.
2. Continue the development of the 2045 Travel Demand Model Update.
3. Develop and incorporate performance-based planning criteria that adhere to FAST Act requirements
4. Address Planning and Emphasis Areas (PEAs) as defined by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). PEAs are topical areas in planning that FHWA and FTA want to emphasize as MPOs develop work tasks in the UPWP. The 2016 PEAs and how they are addressed in this UPWP are as follows:
  - a. **MAP-21 Implementation: Transition to Performance Based Planning and Programming**
    - i. Subtask 3.2: Performance Measures
    - ii. Subtask 4.1: Metropolitan Transportation Plan
  - b. **Regional Models of Cooperation: Ensure a Regional Approach to Transportation Planning by Promoting Cooperation and Coordination across Transit Agency, MPO, and State Boundaries**
    - i. Subtask 3.4: MPO Transit Planning
  - c. **Ladders of Opportunity: Access to essential services – as part of the transportation planning process, identify transportation connectivity gaps in access to essential services**
    - i. Subtask 1.4: Title VI Civil Rights Evaluation
    - ii. Subtask 3.2: Performance Measures
    - iii. Subtask 3.4: MPO Transit Planning
    - iv. Subtask 4.1: Metropolitan Transportation Plan

## TASK 1.0 – ADMINISTRATION AND MANAGEMENT

**\*\*REMINDER FOR EQUIPMENT PURCHASES– §200.2 Acquisition cost ... MEANS THE NET INVOICE PRICE OF THE EQUIPMENT, INCLUDING THE COST OF ANY MODIFICATIONS, ATTACHMENTS, ACCESSORIES, OR AUXILIARY APPARATUS NECESSARY TO MAKE IT USABLE FOR THE PURPOSE FOR WHICH IT IS ACQUIRED. IF EQUIPMENT WOULD, IN COMBINATION, FUNCTION AS A UNIT AND TOTAL COSTS WOULD EXCEED \$5000, PRIOR APPROVAL IS NEEDED. \*\*\***

### A. OBJECTIVES

To ensure the transportation planning process is continuing, comprehensive, and cooperative. This is achieved through: providing the administration of work tasks, including compliance with accounting, reporting, and monitoring requirements; coordinating with the Texas Department of Transportation (TxDOT), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), other interested agencies, and citizens of the area; providing and soliciting public participation; and pursuing staff education, travel, and training activities.

### B. EXPECTED PRODUCTS

The MPO will perform all administrative and management activities required to maintain the transportation planning process within the designated planning area, including the Unified Planning Work Program (UPWP), Annual Performance and Expenditure Report (APER), and the Annual Listing of Projects (ALP); facilitation of public meetings and the public participation process; staff attendance at training, educational courses, and meetings; the preparation of MPO meeting packets and minutes; and the maintenance of the MPO website.

### C. PREVIOUS WORK

During the Fiscal Year 2018 the Victoria MPO completed the following:

1. FY 2018 UPWP
2. FY 2017 Annual Performance and Expenditures Report (APER)
3. FY 2017 Annual Listing of Projects (ALOP).
4. Facilitated the MPO Policy Advisory Committee meetings
5. Participated in transportation meetings, training, and conferences
6. Managed the MPO website with up-to-date links to the current MTP, TIP, UPWP, Public Participation Plan, meeting agendas, Policy Advisory Committee information, and other resource.
7. Managed administrative and fiscal operations.

#### D. SUBTASKS

**Subtask 1.1: Administration-** Prepare and submit all documents necessary to ensure compliance and maintain the continuity of the planning process, including: the FY 2018 Annual Performance and Expenditure Report, the FY 2018 Annual Listing of Projects, and the FY 2019 UPWP; prepare for and conduct Policy Advisory Committee and other needed meetings; 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 equipment purchase exceeding \$5,000 for one unit will require prior approval from TxDOT-TPP.

**Subtask 1.2: Website Maintenance-** Maintain the Victoria MPO website to provide up-to-date information on plans, meetings, and activities.

**Subtask 1.3: Travel & 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, American Planning Association, and the Association of Metropolitan Planning Organizations, and other related agencies. Prior approval from TxDOT- TPP will be requested for any out of state travel.

**Subtask 1.4: Title VI Civil Rights Evaluation-** Ensure minority and low-income populations have the opportunity to participate in the transportation planning process; continue to implement procedures that will analyze minority and low-income areas; evaluate the Public Participation Plan on a regular basis to monitor its effectiveness and revise as needed; and hold public meetings in accordance with the public participation plan.

E. **FUNDING SUMMARY** - Include the following table to illustrate source(s) of funding for the Task/Subtasks.

**Task 1.0 - FY 2019**

<b>Subtask</b>	<b>Responsible Agency</b>	<b>Transportation Planning Funds (TPF)<sup>1</sup></b>	<b>FTA Sect. 5307</b>	<b>Local</b>	<b>Total</b>
1.1	MPO	\$48,000.00	\$0	\$0	\$48,000.00
1.2	MPO	\$2,000.00	\$0	\$0	\$2,000.00
1.3	MPO	\$10,000.00	\$0	\$0	\$10,000.00
1.4	MPO	\$4,000.00	\$0	\$0	\$4,000.00
<b>TOTAL</b>		\$64,000.00			\$64,000.00

<sup>1</sup> TPF - This includes both FHWA PL-112 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 man-hours, they are not reflected in the funding tables.



## TASK 2.0 - DATA & GIS DEVELOPMENT & MAINTENANCE

### A. OBJECTIVE

Create, update, and maintain spatial information, demographic data, and analyses to support planning efforts.

### B. EXPECTED PRODUCTS

The continued development and maintenance of U.S. Census data, the roadway network, alternative transportation facilities, and travel demand model demographic data. The MPO will utilize data collection, geographic information systems (GIS), and TransCad systems to evaluate existing and new plans, develop needed maps, and completed needed analyses.

### C. PREVIOUS WORK

Maintenance of data and related maps in GIS for the TIP, MTP, Title VI population analyses, thoroughfare master plan, and bicycle and pedestrian plan; development of maps for needed meetings and presentations; and maintenance of demographic data, the network, and traffic analysis zones for the travel demand model.

### D. SUBTASKS

**Subtask 2.1- Data-** Collect and maintain data for the Travel Demand Model and 2045 MTP update. The data to be collected and maintained includes: updated census demographic data and any other on-going databases and maps for the thoroughfare master plan, bicycle and pedestrian plan, and Title VI population analyses.

**Subtask 2.2- GIS-** Continue partnership with the City of Victoria to develop and maintain the City's GIS capabilities and 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 assistances, as seen in the Funding Summary of Task 2.

**E. FUNDING SUMMARY**

**Task 2.0 - FY 2019**

<b>Subtask</b>	<b>Responsible Agency</b>	<b>Transportation Planning Funds (TPF)<sup>1</sup></b>	<b>FTA Sect. 5307</b>	<b>Local</b>	<b>Total</b>
2.1	MPO	\$6,300.00	\$0	\$0	\$6,300.00
2.2	City of Victoria	\$17,400.00			\$17,400.00
<b>TOTAL</b>		<b>\$23,700.00</b>	<b>\$0</b>	<b>\$0</b>	<b>\$23,700.00</b>

<sup>1</sup> TPF – This includes both FHWA PL-112 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 man-hours, they are not reflected in the funding tables.

## Task 3.0 - SHORT RANGE PLANNING

### A. OBJECTIVE

To perform the required short-range transportation planning activities which will assist in the development of long-range problems and on-going projects; maintain coordination between the MPO and Victoria Transit to plan and address transit route needs.

### B. EXPECTED PRODUCTS

The development of the 2019-2022 TIP, performance measures, and UTP. In addition, the Victoria MPO will assist Victoria Transit with future expansion and route needs.

### C. PREVIOUS WORK

Previously, the Victoria MPO developed and amended the 2017-2020 TIP, as well as, coordinated with Victoria Transit and TxDOT's Yoakum District.

### D. SUBTASKS

**Subtask 3.1: TIP Development and Amendments-** The Victoria MPO will develop the 2019-2022 TIP and process any needed amendments for the FY 2017-2020 and 2019 -2022 TIP's.

**Subtask 3.2: Performance Measures-** The MPO will coordinate with TxDOT and Victoria Transit to develop appropriate performance measures, as established in MAP-21 and continued in the FAST Act. These performance measures will be developed following action and direction from the U.S. Department of Transportation (US DOT) and TxDOT.

**Subtask 3.3: MPO Transit Planning-** The MPO will evaluate the existing transit system relative to local need and in context of the entire transportation system and continue to work with Victoria Transit on their planning activities.

## E. FUNDING SUMMARY

### Task 3.0 - FY 2019

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>	Local	Total
3.1	MPO	\$2,800.00	\$0	\$2,800.00
3.2	MPO	\$8,500.00	\$0	\$8,500.00
3.3	MPO	\$7,500.00	\$0	\$7,500.00
<b>TOTAL</b>		<b>\$18,800.00</b>	<b>\$0</b>	<b>\$18,800.00</b>

<sup>1</sup> TPF - This includes both FHWA PL-112 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 man-hours, they are not reflected in the funding tables.

## TASK 4.0 - METROPOLITAN TRANSPORTATION PLAN

### A. OBJECTIVE

The Victoria MPO plans to develop, document, and adopt the Metropolitan Transportation Plan (MTP), a model-based plan, to meet the transportation needs of the metropolitan area for a 25-year horizon, in accordance with federal, state, and local regulations.

### B. EXPECTED PRODUCTS

Any needed amendments to the 2040 MTP and the development of the 2045 MTP and corresponding travel demand model.

### C. PREVIOUS WORK

The 2040 MTP was developed during the fiscal years 2013 and 2014 and adopted by the Policy Advisory Committee in April 2015. Since the adoption of the Victoria MPO's 2040 MTP there have been two amendments to the original document; the first amendment was adopted in FY 2016 and the second adopted in FY 2017.

### D. SUBTASKS

**Subtask 4.1: Metropolitan Transportation Plan-** MPO staff will process any needed amendments to the 2040 MTP and begin preparations for the 2045 MTP. The MTP update will utilize GIS data and modeling to aid in the development and prioritization of the 2045 MTP projects. Victoria MPO's 2045 MTP will require consultants to be hired to assist the MPO staff with the 2045 MTP update.

**Subtask 4.2: Travel Demand Model-** The Victoria MPO staff will begin developing the travel demand model to use in the 2045 MTP update. The model will be developed in conjunction with TxDOT staff using the base year 2012 to forecast for the expected travel demands and needs of Victoria MPO's network. The travel demand model will analyze network structure, transportation zones, demographic and employment data, and corresponding future projections.

**E. FUNDING SUMMARY**

**Task 4.0 - FY 2019**

<b>Subtask</b>	<b>Responsible Agency</b>	<b>Transportation Planning Funds (TPF)<sup>1</sup></b>	<b>FTA Sect. 5307</b>	<b>Local</b>	<b>Total</b>
4.1	MPO	\$200,000.00	\$0	\$0	\$200,000.00
4.2	MPO	\$26,300.00	\$0	\$0	\$26,300.00
<b>TOTAL</b>		<b>\$226,300.00</b>	<b>\$0</b>	<b>\$0</b>	<b>\$226,300.00</b>

<sup>1</sup> TPF - This includes both FHWA PL-112 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 man-hours, they are not reflected in the funding tables.

## TASK 5.0 - SPECIAL STUDIES

### A. OBJECTIVE

To conduct special studies that will support existing and projected local and regional needs.

### B. EXPECTED PRODUCTS

The Victoria MPO does not have any special studies scheduled at this time.

### C. PREVIOUS WORK

In 2016, the MPO contracted with a consultant to conduct traffic counts, which concluded in October 2016.

### D. SUBTASKS

**Subtask 5.1:** At this time, there are no special studies scheduled for the Victoria MPO.

### E. FUNDING SUMMARY

**Task 5.0 - FY 2019**

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>	FTA Sect. 5307	Local	Total
5.1	MPO	\$0	\$0	\$0	\$0
<b>TOTAL</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<sup>1</sup>TPF - This includes both FHWA PL-112 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 man-hours, they are not reflected in the funding tables.

## BUDGET SUMMARY

**TABLE 1 - URBAN TRANSPORTATION STUDY – FY 2019**

UPWP Task	Description	TPF <sup>1</sup> Funds	Local Funds	Total Funds
1.0	Administration- Management	\$ 64,000.00	\$0	\$64,000.00
2.0	Data Development and Maintenance	\$23,700.00	\$0	\$23,700.00
<b>3.0</b>	<b>Short Range Planning</b>	<b>\$18,800.00</b>	<b>\$0</b>	<b>\$18,800.00</b>
4.0	Metropolitan Transportation Plan	\$226,300.00	\$0	\$226,300.00
5.0	Special Studies	\$0	\$0	\$0
<b>TOTAL</b>		<b>\$332,800.00</b>	<b>\$0</b>	<b>\$332,800.00</b>

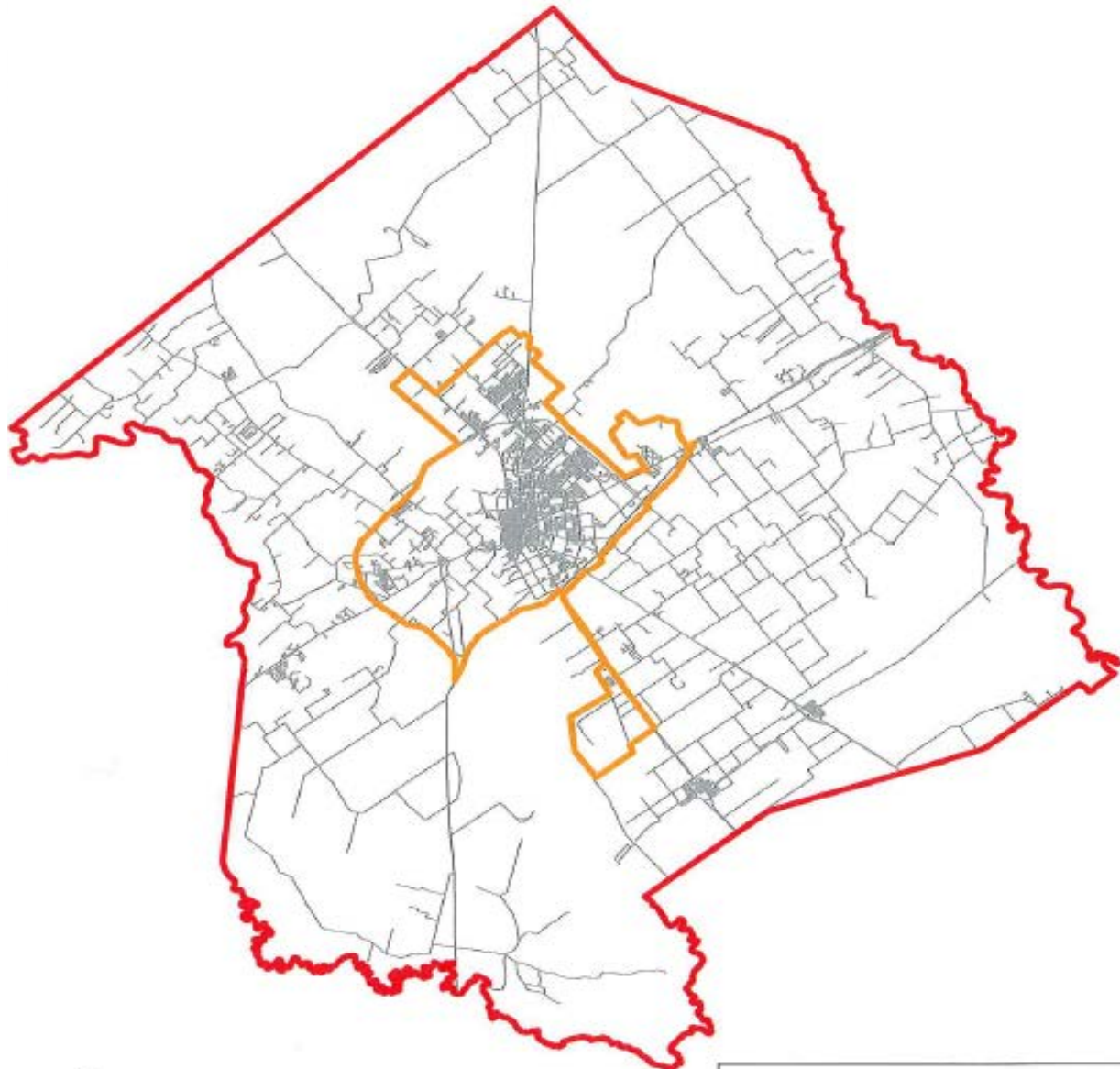
<sup>1</sup> TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.



Combined Transportation Planning Funds	\$183,687.90
Estimated Unexpended Carryover	\$203,643.57
<b>TOTAL TPF</b>	<b><u>\$387,331.47</u></b>



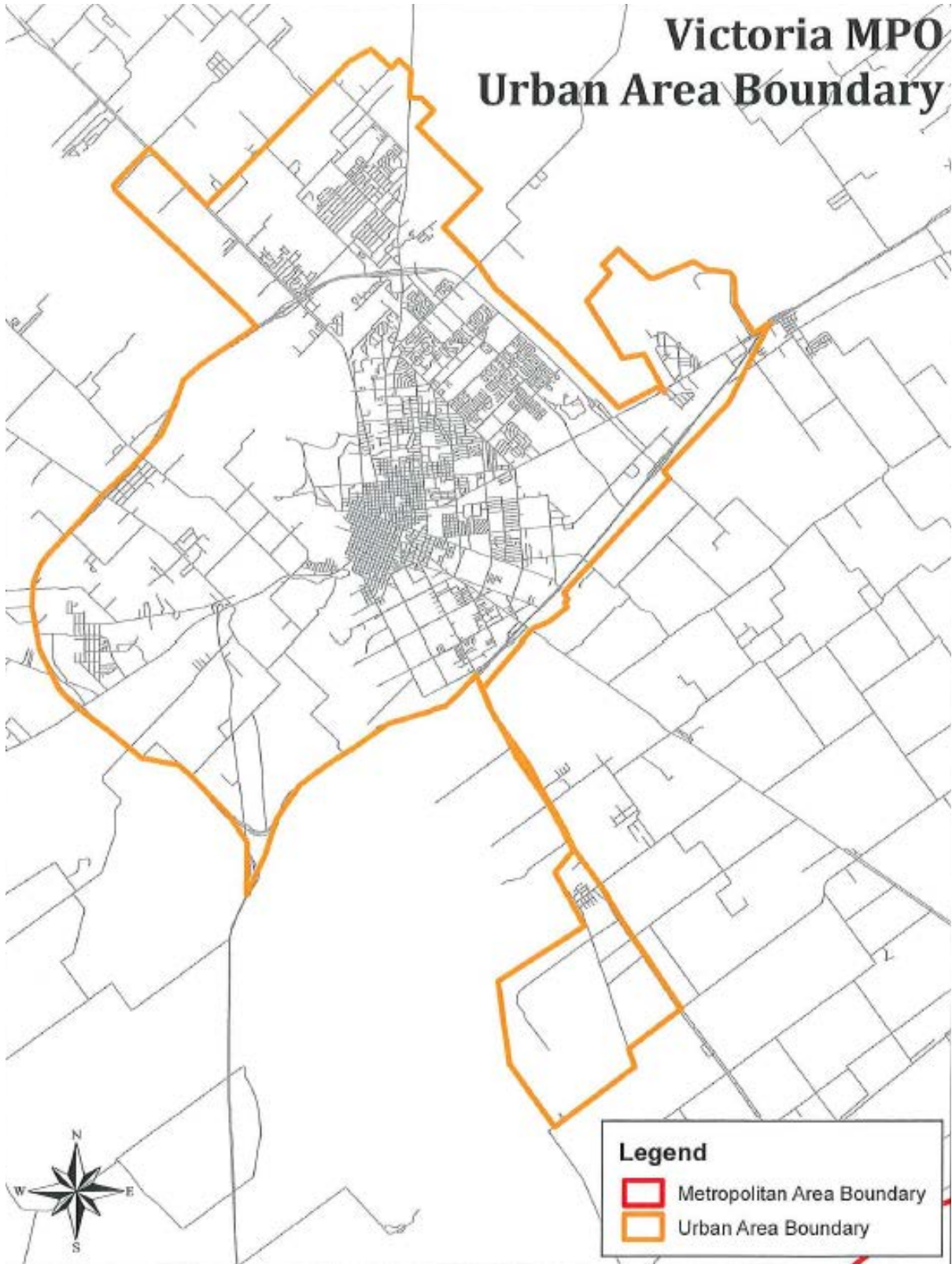
APPENDIX A  
METROPOLITAN AREA BOUNDARY MAP  
(GOVERNOR OR GOVERNOR'S DESIGNEE APPROVED)

**Victoria MPO  
Metropolitan Area Boundary**



Legend	
	Metropolitan Area Boundary
	Urban Area Boundary

# Victoria MPO Urban Area Boundary



## APPENDIX B

### POLICY COMMITTEE MEMBERSHIP

Tom Halepaska, Chairman	City Council Member	City of Victoria
Danny Garcia, Vice-Chairman	County Commissioner	Victoria County
Charmelle Garrett	City Manager	City of Victoria
Clint Ives	County Commissioner	Victoria County
Skip Kaup	Executive Director	Victoria Navigation District
Janis Scott	City Council Member	City of Victoria
Donald Reese	Director of Public Works	City of Victoria
Michael Brzozowski	Area Engineer	TxDOT Victoria Area
Paul Reitz	District Engineer	TxDOT Yoakum District
Vinicio Llerena	Airport Manager	Victoria Regional Airport

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 principals:
- (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 to any of the statements in this certification, such **CONTRACTOR** shall attach an explanation to this certification.

*\*federal, state or local*



Signature – Chairman, MPO Policy Committee

Chairman

Title

May 8, 2018

Date

APPENDIX D

LOBBYING CERTIFICATION

CERTIFICATION FOR CONTRACTS, GRANTS,  
LOANS AND COOPERATIVE AGREEMENTS

The undersigned certifies to the best of his or her 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 disclosure 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 into 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.

  
\_\_\_\_\_  
Signature - Chairman, MPO Policy Committee

Chairman  
\_\_\_\_\_  
Title

Victoria MPO  
\_\_\_\_\_  
Agency

May 8, 2018  
\_\_\_\_\_  
Date

**APPENDIX E**  
**CERTIFICATION OF COMPLIANCE**

I, Tom Halepaska, Chairman  
(Name and Position, Typed or Printed)

a duly authorized officer/representative of Victoria MPO

\_\_\_\_\_  
(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.

May 8, 2018  
Date

Tom Halepaska  
Signature - Chairman, MPO Policy Committee

Attest:

Maggie Buns  
Name

MPO Coordinator  
Title

APPENDIX F

CERTIFICATION OF INTERNAL ETHICS AND COMPLIANCE PROGRAM

I, Tom Halepaska  
(Name and Position, Typed or Printed)

a duly authorized officer/representative of Victoria MPO  
  
(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 by 43 TAC § 31.39 "Required Internal Ethics and Compliance Program" and 43 TAC § 10.51 "Internal Ethics and Compliance Program" as may be revised or superseded.

May 8, 2018  
Date

Tom Halepaska  
Signature - Chairman, MPO Policy Committee

Attest:

Maggie Burns  
Name

MPO Coordinator  
Title

# FAST ACT COMPLIANCE APPENDIX

## INTRODUCTION & PURPOSE

The passing of Fixing America's Surface Transportation (FAST) Act in 2015 mandated that State and Regional planning agencies incorporate performance-based planning measures and targets into their long and short-range planning framework. These planning targets help to ensure a comprehensive, cooperative, and continuous evaluation of the Victoria MPO's transportation system. This appendix serves to evaluate the Victoria MPO's planning task areas and highlight potential gaps in the framework that need to be updated to maintain State and Federal compliance.

Per State and Federal regulations the planning tasks listed below need to be incorporated into the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP) on or after May 27, 2018. This aligns with the Victoria MPO's Long-Range Transportation Plan outlook for 2045 which is scheduled to begin in the fiscal year 2019. Each task listed below requires that an evaluation of the current system in order to develop a framework that corresponds with State and Federal regulations.

## CONSIDERATION OF ALTERNATIVE TRANSPORTATION OPTIONS

The Victoria MPO adopted its current Public Participation Plan (PPP) on January 9, 2018. The update to the PPP considered private providers of transportation that operate within the Victoria MPO boundary, including private taxi companies and The Port of Victoria, local and regional public transportation services, and transportation options for elderly citizens within the MPO boundaries. Currently, there is no parking cash-out program within the Victoria MPO.

In order to maintain compliance and to ensure greater mobility within Victoria's MPA, the Victoria MPO's 2045 Metropolitan Transportation Plan (MTP) will include the consideration of intercity buses and plans to meet with and coordinate this effort are currently being developed. The 2045 MTP update is scheduled to being in fiscal year 2019; because of this the Victoria MPO reasonably anticipates the consideration of intercity buses to be a part of its MTP update.

Access to the Victoria MPO's Public Participation Plan can be found [here](#).

## TOURISM & TRAVEL

The Victoria MPO webpage includes links to private and public tourism and travel pages. These pages can be visited by going onto the Victoria MPO webpage and clicking under the heading "Visiting Victoria."

The Victoria MPO's Public Participation Plan (PPP) includes the consideration of travel and tourism through its outreach to private transportation companies that provide alternative transportation options to members of the community. Connectivity between modes is considered an integral part of the transportation system; because of this, the Victoria MPO is currently developing possible plans, to be included in our 2045 MTP update that would integrate intercity buses with the GCRPC bus routes in Victoria. The MPO will continue to develop and work with private and local public transportation providers to enhance accessibility and tourism in the Victoria MPA.



The Victoria MPO is scheduled to begin updating its Metropolitan Transportation Plan (MTP) in the fiscal year 2019. The requirements not yet addressed by the Victoria MPO will be completed in this update to maintain State Federal compliance.

## NATURAL RISK REDUCTION AND ENVIRONMENTAL IMPACTS OF SURFACE TRANSPORTATION

The Victoria MPO provides direct links on its webpage to real time traffic updates from [www.drivetexas.org](http://www.drivetexas.org). Additionally, links to the National Weather Service and the City of Victoria's GIS. This is provided to the community so that every member can be well informed and prepared in the event of a natural disaster. Access to information on natural hazards and floodplain maps can be found online through the Victoria MPO [webpage](#).

The FAST Act mandates that environmental considerations towards reducing storm water impacts on surface transportation be considered and a part of the MPO's short and long-range evaluation framework. Additionally, the 2040 MTP for the Victoria MPO includes a broad discussion and evaluation of the existing infrastructure within the Victoria metropolitan planning area. The 2040 MTP prioritizes the maintenance and preservation of existing infrastructure, but has not developed a clear framework for evaluating the impacts of storm water on surface transportation.

The Victoria MPO plans to develop the frameworks discussed above and will be implemented in the 2045 MTP; the development for the 2045 MTP is set to begin in the fiscal year 2019.

## MEMORANDUM OF UNDERSTANDING BETWEEN THE VICTORIA MPO, THE TEXAS DEPARTMENT OF TRANSPORTATION, AND THE GOLDEN CRESCENT REGIONAL PLANNING COMMISSION

The Victoria MPO, the Texas Department of Transportation's (TxDOT), and the Golden Crescent Regional Planning Commission (GCRPC) have agreed upon a Memorandum of Understanding (MOU), where performance-based planning targets and programs have been set and agreed upon by all parties, per FAST Act requirements. Per the MOU between the Victoria MPO, TxDOT, and GCRPC, each party shall jointly agree upon performance-based planning measures, the dissemination of data related to transportation planning projects and performance measures, and work in accordance with State and Federal laws.

Additional requirements within the MOU exist for the Victoria MPO and GCRPC, such as; the Victoria MPO will establish necessary transportation performance targets and update the MTP and TIP, in consultation with GCRPC, to maintain compliance with State and Federal laws. And, per the MOU, GCRPC shall provide the Victoria MPO with the transit asset management performance targets. Upon approval from the Victoria MPO's Policy Advisory Committee, the MOU will be adopted and incorporated into the developing performance-based planning measures required by the FAST Act.

The Victoria 2040 MTP has a performance-based evaluation that evaluates the quality of proposed projects. This framework is broad in scope and does not demonstrate how specific performance and safety measures agreed upon in the MPO's MOU between TxDOT, GCRPC, and the MPO will be achieved; because of this, the Victoria MPO is in the process of developing a more stringent performance-based planning framework so that safety and Transit Asset Management (TAM) performance targets can be evaluated using consistent evaluation criteria that will assist agencies in attaining the performance targets determined by the MPO, TxDOT, and GCRPC to maintain compliance with State and Federal laws.

## ANTICIPATED EFFECTS TOWARDS ACHIEVING SPECIFIED PERFORMANCE-BASED PLANNING MEASURES & TARGETS

The 2040 Metropolitan Transportation Plan (MTP) for the Victoria MPO provides a broad framework for evaluating the condition and performance of its current and planned transportation system. The FAST Act requires a more stringent evaluation of the transportation system, one that includes environmental impacts, natural hazards reduction, and safety performance targets.

The Victoria MPO has not yet established a clear framework for evaluating these crucial criteria, but is currently working on the development of this framework and anticipates its implementation in the 2045 Long-Range Transportation Plan, which will be developed beginning in the fiscal year 2019.

The Transportation Improvement Program (TIP) is a short-range, list of fiscally constrained transportation projects that cover a four-year window for the designated metropolitan planning area boundary. As demonstrated in the Victoria MPO's Memorandum of Understanding (MOU), MPO staff work closely with the Texas Department of Transportation's (TxDOT) Yoakum district office to select and prioritize transportation projects within Victoria's MPA that meet the following evaluation criteria: safety, resiliency, reliability, preservation of the transportation system, economic development, efficient operations, congestion, multimodal development storm-water impacts, local priorities and funding efficiencies, and local impact.

The projects selected by the Victoria MPO are discussed annually by the Policy Advisory Committee to ensure that the needs and desires of the community are addressed accordingly. This collaborative process between TxDOT, the Victoria MPO, and the Policy Advisory Committee to determine, prioritize, and implement transportation projects for the local community is consistent with the MOU between Victoria MPO, TxDOT, and Golden Crescent Regional Planning Commission (GCRPC). The MOU mandates that the three agencies work together to determine performance-based planning measures, consult with each other regarding relevant data, and maintain compliance with State and Federal laws. The MOU is an agreement between the Victoria MPO, TxDOT, and GCRPC to work together to meet the needs of the community. The Victoria MPO reasonably anticipates that this continuous and cooperative performance-based planning process will facilitate a comprehensive planning process which will achieve the set performance targets established by TxDOT and adopted by the Victoria MPO.

The Victoria MPO used the eight criteria outlined in the 2040 Metropolitan Transportation Plan (MTP) for the Fiscal Years 2019- 2022 Transportation Improvement Program. The eight criteria are: traffic safety, system preservation, economic development, efficient operations, congestion, multimodal development, local priorities and funding efficiencies, and local impact. The FY 2019- 2022 TIP evaluates the two projects listed in the TIP using this framework; which the Victoria MPO reasonably anticipates will help to mitigate collisions and enhance safety along the US 59 corridor.

The Victoria MPO is currently working on a new framework that will evaluate short and long- range transportation projects with clearly defined safety performance-based planning measures required under the FAST Act to enhance the safety and health of the Victoria MPO's community. The update of this framework is set to begin in the fiscal year 2019 in preparation for the 2045 MTP update.